
Haines Borough
Borough Assembly Meeting #291
AGENDA

May 12, 2015 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

Jan Hill,
Mayor
Dave Berry Jr.,
Assembly Member

Diana Lapham,
Assembly Member

Mike Case
Assembly Member

Joanne Waterman,
Assembly Member

George Campbell,
Assembly Member

Ron Jackson,
Assembly Member

David Sosa, MPA
Borough Manager

Julie Cozzi, MMC
Borough Clerk

Krista Kielsmeier
Deputy Clerk

1. CALL TO ORDER/PLEDGE TO THE FLAG

2. ROLL CALL

3. APPROVAL OF AGENDA & CONSENT AGENDA

[The following Consent Agenda items are indicated by an asterisk () and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an assembly member or other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]*

Consent Agenda:

- 4 – Approve Assembly Meeting Minutes
- 8C – Staff Report – HM/CED
- 9A – PHAC Minutes
- 11A1 – Adopt Resolution 15-05-628
- 11C2 – Introduce Ordinance 15-05-410
- 12A – Correspondence – HARK Funding
- 12B – Correspondence – Harbor Expansion Project

*** 4. APPROVAL OF MINUTES – 4/28/15 Regular**

5. PUBLIC COMMENTS [Any topics not scheduled for public hearing]

6. MAYOR'S COMMENTS/REPORT

7. PUBLIC HEARINGS

A. Ordinance 15-04-406 – Second Hearing

An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

*This ordinance is recommended by the borough manager and was introduced on 4/14/15. The first hearing was on 4/28/15. **Motion:** Adopt Ordinance 15-02-406.*

B. Ordinance 15-04-407 – First Hearing

An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the period July 1, 2015 through June 30, 2016.

This ordinance is recommended by the borough manager and was introduced on 4/28/15. The assembly already scheduled the second hearing for 5/26/15. No motion is needed now unless the second hearing date needs to change or some other action is desired such as a motion to amend the budget.

C. Ordinance 15-04-408 – First Hearing

An Ordinance of the Haines Borough providing for the addition or amendment of specific line items to the FY15 budget.

This ordinance is recommended by the borough manager and was introduced on 4/28/15. The assembly already scheduled the second hearing for 5/26/15. No motion is needed now unless the second hearing date needs to change or some other action is desired such as a motion to amend the ordinance.

D. Ordinance 15-04-409 – First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.100.025 to allow with planning commission approval lot line adjustments and lot consolidations resulting in lot(s) non-conforming in size.

This ordinance is recommended by the borough manager and was introduced on 4/28/15. The assembly already scheduled the second hearing for 5/26/15. No motion is needed now unless the second hearing date needs to change or some other action is desired.

8. STAFF/FACILITY REPORTS

A. **Borough Manager** – 5/12/15 Report

B. **Community & Economic Development Director** – Report re. Cruise Ship Waivers and Request for referral. Motion: Refer the proposed Cruise Ship Waiver Program to the Commerce Committee with instructions that they present their recommendations at the July 14, 2015 Assembly meeting.

* C. **Harbormaster and CED Director** – Cost Benefit Analysis Report – Small Boat Harbor

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

* A. **Port and Harbor Advisory Committee** – Minutes of 3/23/15, 3/26/15, and 4/22/15

B. **Assembly Standing Committee Reports**

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

* 1. **Resolution 15-05-628**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Alaska Excursions for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

This resolution is recommended by the borough manager. Motion: Adopt Resolution 15-05-628.

B. Ordinances for Introduction

1. **Ordinance 15-05-410**

An Ordinance of the Haines Borough establishing a surcharge for enhanced 911 (E-911) service.

This ordinance is recommended by the borough manager. Motion: Introduce Ordinance 15-05-410 and set a first public hearing for 5/26/15 and a second public hearing for 6/9/15.

C. Other New Business

1. **Board Appointment**

An appointment application has been received for a seat on the Parks & Rec Committee. With only five members, the committee is currently having difficulty establishing a quorum to make a recommendation. The mayor plans to make the appointment to enable them to meet and seeks assembly confirmation. Motion: Confirm the mayor's appointment of Burl Sheldon to the Parks and Recreation Advisory Committee for a term ending 11/30/17.

* 2. **Sales Tax Exemption Request – Haines Hot Shots**

AKSCTP Haines Hot Shots, a 501(c)3 organization, has applied for sales tax exemption status as allowed by HBC 3.80.050(13). The borough has granted sales tax exemption certificates to other non-profit organizations. Motion: Approve the request from the Haines Hot Shots for sales tax exemption status, and authorize the borough clerk to issue an exemption certificate.

3. **Hire Confirmation - Interim Chief of Police**

This is a department head position hired by the manager but it must be confirmed by the assembly. Motion: Confirm the borough manager's decision to hire Robert Griffiths as Interim Chief of Police.

12. CORRESPONDENCE/REQUESTS

* A. **Letter re. HARK Funding – T. Mikowski, Executive Director**

Note: This item includes the manager's email response

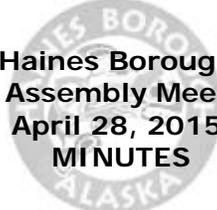
* B. **Citizen Comments re. Harbor Expansion Project – submitted in petition form by T. Gregg**

13. SET MEETING DATES

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT


Haines Borough
Borough Assembly Meeting #290
April 28, 2015
MINUTES

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** Mayor **HILL** called the meeting to order at 6:30 p.m. in the Assembly Chambers and led the pledge to the flag.

2. **ROLL CALL**

Present: Mayor Jan **HILL**, and Assembly Members Diana **LAPHAM**, Joanne **WATERMAN**, Ron **JACKSON**, Mike **CASE**, Dave **BERRY, Jr.**, and George **CAMPBELL**.

Staff Present: David **SOSA**/Borough Manager, Julie **COZZI**/Borough Clerk, Bill **MUSSER**/Chief of Police, Carlos **JIMENEZ**/Director of Public Facilities, Jila **STUART**/Chief Fiscal Officer, Shawn **BELL**/Harbormaster, and Bill **MANDEVILLE**/Community & Economic Development Director.

Visitors Present: Karen **GARCIA**/CVN, Margaret **FRIEDENAUER**/KHNS, Patty **CAMPBELL**, Chuck **MITMAN**, Bill **MCCORD**, Diana **KELM**, Kay **CLEMENTS**, Dave **KAMMERER**, Tresham **GREGG**, Debra **SCHNABEL**, Tracy **MIKOWSKI**, Hilary **WILLIAMS**, Norman **HUGHES**, Diane **LACOURSE**, Bill **HERMAN**, and others.

3. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda:

Consent Agenda:

- 4 – Approve Assembly Meeting Minutes
- 8B – Museum Report
- 8C – CFO Report
- 8D – Library Report
- 9A – TAB Minutes
- 9B – PSC Minutes
- 9C – PC Minutes
- 9D – PRAC Notes
- 9E – Library Board Minutes
- 11A1 – Resolution 15-04-622
- 11A2 – Resolution 15-04-623
- 11A3 – Resolution 15-04-624
- 11A5 – Resolution 15-04-626
- 11B3 – Ordinance 15-04-409
- 11C2 – Liquor License Renewal

Motion: **BERRY** moved to “approve the agenda/consent agenda,” and the motion carried unanimously.

*4. **APPROVAL OF MINUTES** – 4/14/15 Regular

The motion adopted by approval of the consent agenda: “approve minutes of the 4/14/15 borough assembly regular meeting.”

5. **PUBLIC COMMENTS**

MITMAN and **CAMPBELL** – Maintain full HARK funding

MCCORD – Police Department should have been reviewed by citizens rather than a consulting firm (he provided copies of his newspaper commentary)

SCHNABEL – Signage issues in the community; offered help to move the ordinance forward

GREGG – Waterfront Development concerns; the public should have a public forum

6. **MAYOR’S COMMENTS/REPORT**

Mayor **HILL** made comments on the following: 1) Al Badgley Lifetime Achievement Award; she read aloud the award nomination. 2) High School Spring Music Concert excellent; it’s on YouTube. 3) Operation Clean Sweep; encouraged the community to participate. 4) Board training to start first with the board chairpersons. 5) Attended the Fuel Tank Farm Restoration Advisory Committee meeting. 6) Public Hearing sign-in sheets will be reinstated beginning with the 5/12/15 assembly meeting.

7. **PUBLIC HEARINGS**

A. **Ordinance 15-02-401** – Second Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 3, Chapter 70, Section 40 to establish a procedure for community purpose exemptions.

Mayor **HILL** opened and closed the public hearing at 6:51 p.m.; there were no public comments.

Motion: **WATERMAN** moved to "Advance Ordinance 15-02-401 to a third public hearing on 5/26/15," and the motion carried unanimously.

- B. Ordinance 15-03-403 – Second Hearing**
An Ordinance of the Haines Borough classifying for disposal the borough-owned property known as the Human Resource Building.

Mayor **HILL** opened and closed the public hearing at 6:53 p.m.; there were no public comments.

Motion: **BERRY** moved to "adopt Ordinance 15-03-403," and the motion carried unanimously in a roll call vote.

- C. Ordinance 15-03-404 – Second Hearing**
An Ordinance of the Haines Borough amending Haines Borough Code Sub-Section 16.28.010(D) to modify prohibited acts for port and harbor facility users.

Mayor **HILL** opened and closed the public hearing at 6:54 p.m.; there were no public comments.

Motion: **BERRY** moved to "adopt Ordinance 15-03-403," and it was amended by substituting in its entirety with the substitute ordinance proposed by the Port and Harbor Advisory Committee. The motion as amended carried 5-1 in a roll call vote with **CAMPBELL** opposed.

Motion to Postpone: **CAMPBELL** moved to "postpone adoption of the ordinance to the 5/12/15 assembly meeting," and the motion **failed** 2-4 with **LAPHAM**, **BERRY**, **WATERMAN**, and **JACKSON** opposed.

- D. Ordinance 15-03-406 – First Hearing**
An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

Mayor **HILL** opened and closed the public hearing at 7:12 p.m.; there were no public comments.

Note: The assembly had already scheduled the second hearing for 5/12/15, so no motion was needed now unless the second hearing date needed to change or some other action was desired.

No discussion or comments.

8. STAFF/FACILITY REPORTS

- A. Borough Manager – 4/28/15 Report**

The manager summarized his written report. He added information about the pending interim chief of police hire. **CASE** asked why the borough is going for an interim chief. **SOSA** explained a two-month notice was not enough to conduct a thorough nationwide search for a permanent chief. Having an interim chief in place will allow the borough to spend adequate time on the recruitment.

- * **B. Sheldon Museum – Staff Report of March 2015**
- * **C. Finance Director Report – Sales Tax by Activity 2009-2014**
- * **D. Public Library – Report of February 2015**

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- * **A. Tourism Advisory Board – Minutes of 3/23/15**
- * **B. Public Safety Commission – Minutes of 3/2/15**
- * **C. Planning Commission – Minutes of 3/12/15**
- * **D. Parks & Recreation Advisory Committee – Notes of 4/9/15 Work session (no quorum for reg. mtg.)**
- * **E. Library Advisory Board – Minutes of 2/18/15**
- F. Assembly Standing Committee Reports**

- 1. Government Affairs & Services Committee Report**

No comments were made regarding the written report provided in the packet.

10. UNFINISHED BUSINESS - None

11. NEW BUSINESS

- A. Resolutions**

- * 1. **Resolution 15-04-622**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a contract with Machineworks to provide 2015-2016 janitorial services for the Visitor Center and Public Restrooms at the Visitor Center and Port Chilkoot Dock.
The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-622."
- * 2. **Resolution 15-04-623**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Alaska Fjordlines Inc. for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.
The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-623."
- * 3. **Resolution 15-04-624**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Haines-Skagway Fast Ferry, LLC for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.
The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-624."
4. **Resolution 15-04-625**
A Resolution of the Haines Borough Assembly supporting the proposed Piedad Springs Water Source Upgrades and authorizing the Borough Manager to acquire, in the best interests of the community, a portion of the property legally described as Lot 1A, Meacock Subdivision for use in that project.

No public comments.

Motion: BERRY moved to "adopt Resolution 15-04-625," and it was amended to change the seventh WHEREAS clause by striking the wording after 'Mr. Meacock' and replacing it with 'is willing to sell the property for fair market value'. The main motion as amended carried unanimously in a roll call vote.

- * 5. **Resolution 15-04-626**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to vacate and transfer a portion of the Mathias Avenue Right of Way to adjoining landowner Louise Smith in exchange for an equal amount of Smith property to be made into a utility easement.
The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-626."
6. **Resolution 15-04-627**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute an emergency contract for Letnikof Cove Harbor float repairs or another cost-effective solution for an amount not to exceed \$200,000.

HUGHES, Chair of the Port and Harbor Advisory Committee, said the committee supports this.

Motion: BERRY moved to "adopt Resolution 15-04-627," and the motion carried unanimously in a roll call vote.

B. Ordinances for Introduction

1. **Ordinance 15-04-407**
An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the period July 1, 2015 through June 30, 2016.

Motion: BERRY moved to "introduce Ordinance 15-04-407 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15," and the motion carried unanimously.

2. **Ordinance 15-04-408**
An Ordinance of the Haines Borough providing for the addition or amendment of specific line items to the FY15 budget.

Motion: BERRY moved to "introduce Ordinance 15-04-408 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15," and the motion carried unanimously.

* 3. **Ordinance 15-04-409**

An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

The motion adopted by approval of the consent agenda: "introduce Ordinance 15-04-409 and schedule a first public hearing for 5/12/15 and a second public hearing for 5/26/15."

C. Other New Business

1. Board Appointments

Note: an appointment application was received for a seat on the Parks & Recreation Advisory Committee. With only three members, the committee was unable to establish a quorum to make a recommendation. The mayor sought assembly confirmation.

Motion: CASE moved to "confirm the mayor's appointment of Tresham Gregg to the Parks and Recreation Advisory Committee for a term ending 11/30/17," and the motion carried unanimously.

2. Liquor License Premises Extension – Port Chilkoot Distillery

Note: the Alaska Alcohol Beverage Control (ABC) Board notified the borough of a pending liquor license renewal for the Captain's Choice Motel. The Board, prior to its final approval, gave the local government an opportunity to make a statement. Since this is a preexisting liquor license, assembly action was optional. The action taken by approval of the consent agenda: "the Assembly does not object to the ABC Board's renewal of the liquor license for the Captain's Choice Motel."

3. Hire Confirmation - Harbormaster

Note: this is a department head position hired by the manager but it required assembly authorization.

Motion: WATERMAN moved to "confirm the borough manager's decision to hire Shawn Bell as Harbormaster," and the motion carried unanimously in a roll call vote.

4. Hire Confirmation - Interim Director of Public Facilities

Note: this is a department head position hired by the manager but it required assembly authorization.

Motion: BERRY moved to "confirm the borough manager's decision to hire Brian Lemcke as Interim Director of Public Facilities," and the motion carried unanimously in a roll call vote.

12. CORRESPONDENCE/REQUESTS

A. GPS Reporting Policy and Special Permits – T. Ely

There were no assembly comments made or action taken.

13. SET MEETING DATES

A. BOE Training – 5:00 p.m., Wednesday, May 6, Assembly Chambers

14. PUBLIC COMMENTS

MITMAN – Restore HARK funding; impacts on borough staff; viable plan needed.

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

CASE – 1) Al Badgley is so good at what he does and so efficient. 2) Agreed with **MITMAN**'s comments about animal control.

JACKSON – Would like the sign ordinance to be moved forward.

CAMPBELL – 1) Appreciates finance committee and community work on the community purpose exemption ordinance. 2) Heliskiing companies get all the government they are paying for.

16. ADJOURNMENT – 7:53 p.m.

Motion: WATERMAN moved to "adjourn the meeting," and the motion carried unanimously.

ATTEST:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-557
Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Authorize Loan Agreement with ADEC for Replace Allen Road AC Pipe Project	1. Ordinance 15-04-406 2. Proposed Loan Agreement
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 4/8/15	

Full Title/Motion:
Motion: Adopt Ordinance 15-04-406.

Administrative Recommendation:
The Borough Manager recommends adoption of this ordinance.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	N/A

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives: Objective 15A, Page 252	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

On August 13, 2013, the Borough Assembly adopted Resolution No. 13-08-480 which authorized the Borough Manager to apply to the Alaska Department of Environmental Conservation (ADEC) for a low-interest loan through the Alaska Drinking Water Fund (ADWF) for the Replace Allen Road AC Pipe project. The ADEC has authorized an ADWF loan for the Replace Allen Road AC Pipe project in the amount of up to \$500,000, with up to \$311,587 of the loan amount offered as a subsidy in the form of principal forgiveness (grant) under a federal “disadvantage assistance” program. Haines Borough Charter Section 3.03 requires assembly authorization by ordinance when borrowing money.

Note: On 4/14, the assembly adopted Resolution 15-04-619 authorizing the manager to execute a construction contract with Southeast Road Builders for the Allen Road 2015 Water System Upgrade project for an amount not to exceed \$468,748. This loan will fund that project.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 4/14, 4/28, 5/12/15	Public Hearing Date(s): 4/28, 5/12/15
	Postponed to Date:

An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

WHEREAS, on August 13, 2013, the Borough Assembly adopted Resolution No. 13-08-480 which authorized the Borough Manager to apply to the Alaska Department of Environmental Conservation (ADEC) for a low-interest loan through the Alaska Drinking Water Fund (ADWF) for the Replace Allen Road AC Pipe project; and

WHEREAS, the ADEC has authorized an ADWF loan for the Replace Allen Road AC Pipe project in the amount of up to \$500,000, with up to \$311,587 of the loan amount offered as a subsidy in the form of principal forgiveness (grant) under a federal "disadvantage assistance" program; and

WHEREAS, Haines Borough Charter Section 3.03 requires assembly authorization by ordinance when borrowing money,

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE HAINES BOROUGH, ALASKA:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 3. Purpose. Authorize the Borough Manager to accept a loan from the Alaska Department of Environmental Conservation.

The Haines Borough authorizes the Borough Manager to execute a loan agreement with the ADEC pursuant to the Borough's loan application to the ADWF for \$500,000 for the Replace Allen Road AC Pipe project, as well as any and all documents that may be required by the ADEC to reflect indebtedness, the terms of repayment, and any security therefore, including an agreement for the loan and promissory note.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS _____ DAY OF _____, 2015.

ATTEST:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 04/14/15
Date of First Public Hearing: 04/28/15
Date of Second Public Hearing: 05/12/15



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Environmental
Conservation

DIVISION OF WATER
Municipal Matching Grants and Loans

410 Willoughby Avenue, Suite 303
Juneau, Alaska 99811-1800
Main: 907.465.5300
Fax: 907.465.5177
www.dec.alaska.gov

April 7, 2015

Mr. David Sosa
Borough Manager
Haines Borough
103 Third Avenue South
P.O. Box 1209
Haines, AK 99827

RE: Loan Agreement for Replace Allen Road AC Pipe (ADWF#395191)

Dear Ms. Cozzi,

Enclosed for signature is the loan agreement in the amount of \$500,000 for the Replace Allen Road AC Pipe project (Alaska Drinking Water Fund Loan Number 395191). Of this total amount, \$311,587 is offered to the Borrower as a subsidy (as principle forgiveness) for disadvantaged assistance. Within one year of agreement signing the Borrower must submit disbursement requests equal to or greater than the full subsidy amount to retain the full subsidy. Any lesser amount will only provide a subsidy of 75% on all disbursements made.

In addition to the requirements of the loan agreement, during the financial capacity review completed by the Department on the City's loan application, the following recommendations were identified.

- (a) Debt Service Reserve Fund. Establish a debt service reserve fund to hold one full year of debt service payments.
- (b) Annual CAFR Review. Conduct an annual review of the Borrower's comprehensive annual financial report (CAFR).
- (c) Cost of Service Study. Undertake a cost of service review in the near future to better determine the need for system replacement funds over time.

While these items are recommendations the Department strongly suggests that the City take steps to implement them.

After all signatures have been obtained, please return the document to the following address:

Attn: MAT (Municipal Administrative Team)
Alaska Department of Environmental Conservation
Division of Water, Alaska Drinking Water Fund,

P.O. Box 111800
410 Willoughby Avenue, Suite 303
Juneau, AK 99811-1800

Sincerely,



Michelle Hale
Director

Enclosure: ADWF#395191 Replace Allen Road AC Pipe

cc: Jila Stuart /Finance Director/Haines (email copy)

ALASKA DRINKING WATER FUND AGREEMENT

ADEC LOAN NUMBER 395191
HAINES BOROUGH
Replace Allen Road AC Pipe



THIS AGREEMENT is entered into as of April 7, 2015 by the Alaska Department of Environmental Conservation (the Department) and the Haines Borough (Borrower), acting pursuant to Resolution No. 13-08-480 approved by the Haines Borough for a loan amount of \$500,000 and loan term of 20 years. Of this total amount, \$311,587 is offered to the Borrower as a subsidy (as principle forgiveness) for disadvantage assistance.

SECTION I - DEFINITIONS

Section 1.1. Except where the context clearly indicates otherwise, terms used in this Agreement will have the meaning ascribed to them in this section.

(a) "Approved Application" means the application submitted to the Department on February 13, 2014, together with all attachments and supporting documentation, as approved by the Department and the Borough.

(b) "Finance Charge Rate" means 1.5 percent per annum.

(c) "Contract period" means the time period commencing on the date this agreement is signed by the Borrower and terminating on the date the Borrower repays the loan in full.

(d) "Funding Subsidy" means a principle forgiveness amount awarded under this agreement.

(e) "Default" means the Borrower has failed to make a loan repayment within 90 days of the due date, as determined by the repayment schedule prepared by the Department immediately following initiation of operation of the facility.

(f) "Eligible Project Costs" include the following costs disbursed from the Alaska Drinking Water Fund, estimated to not exceed \$500,000; engineering and construction for the Project Facility; surveys, plans, estimates,

and specifications; financial and environmental investigations; laboratory testing, purchase of any equipment that requires a long lead time for manufacture and delivery, legal expenses; and any other necessary miscellaneous expenditures, minus the amount of any grant applicable to foregoing costs.

(g) "Participation Payment" means the amount per year necessary to amortize the loan.

(h) "Project Facility" means the facility to be constructed pursuant to this Agreement as described generally in the Approved Application dated February 13, 2014. This project will replace 2,000 feet of failing, brittle AC pipe with 8" PVC, add four fire hydrants, and repave the road in the construction area.

SECTION II - RIGHTS OF ACCESS

Section 2.1. The Department has the right at all reasonable times to enter the project site, for the purpose of obtaining a status of the work.

SECTION III - ACQUISITION OF PROJECT SITE, CONSTRUCTION OF PROJECT FACILITY, LOAN DISBURSEMENT, AND PAYMENT OF COSTS

Section 3.1. With the exception of land easements, all real estate and personal property constituting the Project Facility and the project must belong to the Borrower.

Section 3.2. In connection with the construction of the project facility, the Borrower agrees that:

(a) The Borrower will not begin construction of the Project Facility until the Department has reviewed and approved the plans and specifications for the project. In its approvals, the Department may specify changes or conditions to the plans and specifications. The Department must approve any subsequent changes to, or deviations from, approved plans.

(b) The Borrower will ensure that contract wages paid are the higher of the State or Federal wage rate on a classification by classification basis for the construction of the Project Facility. Both prevailing wage rates established for the locality by the Alaska Department of Labor under AS 36.05.010, and Federal standards in accordance with subchapter IV of chapter 31 of Part A of subtitle II of Title 40, U.S.C. (commonly referred to as the "Davis Bacon Act") apply. In addition, the Borrower will consult with the Department

on any required contract or bid document language to ensure that appropriate federal "Davis Bacon Act" material is included in the documentation.

(c) Any construction contract estimated to equal or exceed \$50,000 will be awarded through a competitive bidding process and any construction contract estimated to be less than \$50,000 may be negotiated if the Department approves the solicitation and negotiation procedures.

(d) All construction contracts and contractors' estimate forms will be prepared so that materials and equipment may be readily itemized as to allowable project costs and noneligible costs.

(e) Any change in a construction contract that will alter the contract specifications, time, price, or will substantially modify the proposed treatment process must be submitted to the Department for approval if the Borrower wishes to have the modifications considered loan eligible.

(f) The construction of the Project Facility will conform to applicable federal, state, and local laws, ordinances, and regulations.

(g) The Borrower will proceed expeditiously and complete the Project Facility in accordance with the Approved Application, project schedule, surveys, plans, profiles, cross-sections, specifications, and amendments.

(h) American Iron and Steel: None of the funds made available to the borrower shall be used for a project for the construction, alteration, maintenance, or repair of a public water system or treatment works unless all of the iron and steel products used in the project are produced in the United States. This requirement is effective January 17, 2014 through September 30, 2015, and only if the loan agreement is fully signed on and thereafter the effective date. However, if approved engineering plans and specifications by a State agency are completed prior to December 16, 2014, and an assistance agreement is signed after September 30, 2015, the project is excluded from AIS requirements. Consideration for other exclusions to this requirement are as follows: being inconsistent with the public interest; iron and steel products that are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or inclusion of iron and steel products produced in the United States that will increase the cost of the overall project by more than 25 percent. For these exclusions to apply, a request for a waiver must be submitted to the Department who will then forward it on to the Environmental Protection Agency (EPA) for consideration of approval. EPA will make available to the public on an informal basis (EPA's public internet web site) a copy of the request and information available to the Administrator

concerning the request, and shall allow for informal public input on the request for at least 15 days prior to making a finding based on the request.

Section 3.3. The Borrower agrees to administer this loan in a non-discriminatory manner. No person shall be discriminated against based on race, religion, color, national origin, gender or disability. In addition, all contracts issued by the Borrower under this loan agreement must include the following statement:

“The contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.”

Section 3.4. When applicable, the Borrower will comply with Title I- Employment of the Americans with Disabilities Act of 1990 (P.L. 101-336) and in accordance with Title I of that Act, shall not discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment.

Section 3.5 When applicable, the Borrower will comply with Title II-Public Services of the Americans with Disabilities Act of 1990 (P.L. 101-336) and in accordance with Title II of the Act, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.

Section. 3.6 When applicable, the Borrower will comply with Title II, Part 35, Section 35.151 of the Act ‘New Construction and Alterations’ (a) Design and construction: Each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such manner that the facility or part of the facility is readily accessible to and usable by individuals with disabilities, if the construction was commenced after January 26, 1992. (b) Alteration: Each facility or part of a facility altered by, on behalf, of or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the

alteration was commenced after January 26, 1992. (c) Accessibility standards: Design, construction or alteration of facilities in conformance with the Uniform Federal Accessibility Standards (UFAS) (Appendix A to 41 CFR part 101-19.6) or with the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) (Appendix A to 28 CFR Part 36) shall be deemed to comply with the requirements of this section with respect to those facilities, except that the elevator exemption contained at section 4.1.3(5) and section 4.1.5(1)(j) of ADAAG shall not apply.

Section 3.7 When applicable, the Borrower will comply with Title III, Part 36, Section 36.401 of the Act “New Construction.” Except as provided in paragraph (b) and (c) of the Act, discrimination for purposes of this part includes a failure to design and construct facilities for first occupancy after January 26, 1993, that are readily accessible to and usable by individuals with disabilities.

Section 3.8 When applicable, the Borrower will comply with Title III, Part 36, Section 36.402 of the Act “Alterations” (a) General: Any alteration to a place of public accommodation or a commercial facility, after January 26, 1992, shall be made so as to ensure that, to the maximum extent feasible, the altered portions of the facility are readily accessible to and usable by individuals with disabilities, including individuals who use wheelchairs. (b) Alteration: An alteration is a change to a place of public accommodation or a commercial facility that affects or could affect the usability of the building or facility or any part thereof.

Section 3.9. The Borrower shall fully comply with Subpart C of 40 CFR Part 32, entitled “Responsibilities of Participants Regarding Transactions.” The Borrower is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 40 CFR Part 32, entitled “Covered Transactions,” includes a term or condition requiring compliance with Subpart C. The Borrower is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. The Borrower acknowledges that failing to disclose the information required under 40 CFR 32.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Section 3.10. When applicable, the Borrower will comply with the disadvantage business enterprise requirements of the State Revolving Loan Fund program, and will require its contractors to also meet these requirements.

Section 3.11. When applicable, the Borrower will require each construction contractor to furnish a performance and payment bond in an amount at least equal to 100 percent of the contract price.

Section 3.12. The Borrower will require its contractors and subcontractors to maintain workers compensation, commercial general liability, property damage, and vehicle liability insurance. Until the Project Facility is completed by the Borrower, the Borrower (or at the option of the Borrower, the contractor) will maintain insurance for the loss of the facility for the benefit of the Department, the Borrower, the prime contractor, and all subcontractors, as their interests in the Project Facility may appear.

Section 3.13. Subject to the terms and conditions of this Agreement, the eligible project costs less other funding sources will be disbursed by the Department upon submittal and departmental approval of invoices.

Section 3.14. If this project finishes under the estimated cost of construction, it will be funded only as necessary to complete the project.

Section 3.15. Upon completion of the Project Facility, the Borrower will provide a statement to the Department of the project final costs by category of expenditure, including but not limited to costs for administration, design, construction engineering, construction and equipment.

SECTION IV - PARTICIPATION PAYMENTS BY THE BORROWER

Section 4.1. This loan is made to the Borrower from the Alaska Drinking Water Fund for the maximum amount of \$500,000. Of this total amount, \$311,587 or 75% of funds disbursed is offered to the Borrower as a subsidy (as principle forgiveness) for disadvantage assistance. Within one year of agreement signing the Borrower must submit disbursement requests equal to or greater than the full subsidy amount of \$311,587. Any lesser amount the Department may revoke remaining subsidy. All remaining unsubsidized funds will be repaid as provided in the following sections.

Section 4.2. The Borrower agrees to repay the principal amount and the finance charge rate on all cash draws made to the Borrower according to the repayment schedule, which will be prepared by the Department and confirmed by the Borrower following initiation of operation of the facility. The repayment schedule for the actual amount of loan payments made to the Borrower will provide that:

(a) The Borrower will pay a finance charge of 1.50 percent on each disbursement. Accrual of interest will begin one year after the date of the first

disbursement to the Borrower.

(b) The loan amount will be paid back within 20 years following initiation of operation of the facility. Repayment of the loan will be made with either equal annual principle payments plus the finance charge or equal annual total payments including the finance charge. Other repayment methods may be negotiated with the Department.

(c) The first loan repayment will be due one year following substantial completion and initiation of operation of the facility.

Section 4.3. The Borrower assures the Department that the Borrower has not pledged revenues for the repayment of its loan that have been previously pledged or encumbered. The pledged revenues for repayment of the loan and each separate source of revenue are specifically identified and described in the Borrower's submitted application.

Section 4.4. In the event that any of the revenues pledged by the Borrower for the repayment of its loan are encumbered by a lien of any prior outstanding debt, the Borrower will furnish the Department with legal assurance that the excess of such prior encumbered revenues are legally available for pledging to the Alaska Drinking Water Fund.

Section 4.5. The Borrower agrees that if pledged revenues are insufficient to meet any loan payment to the Department when due, the Borrower will pay the deficiency in its loan payment from any legally available funds accruing to or in the possession of the Borrower. Repayment of the loan, which is the subject of this loan agreement, shall not be a direct and general obligation of the Borrower.

Section 4.6. If a payment is received by the Department more than 30 days after it is due, the Municipality will be subject to a late charge in accordance with the following conditions.

If the Borrower is in good standing with the Department and has no late payments on any loans within the last five years:

(a) And a payment is more than two months late a 1% charge will be applied against the outstanding amount due.

(b) And a payment is more than three months late a 3% charge will be applied against the outstanding amount due.

(c) And a payment is more than four months late a 5% charge will be applied against the outstanding amount due.

If the Borrower has had late loan payments in the last five years.

(a) And a payment is more than one month late a 1% charge will be applied against the outstanding amount due.

(b) And a payment is more than two months late a 3% charge will be applied against the outstanding amount due.

(c) And a payment is more than three months late a 5% charge will be applied against the outstanding amount due.

Additionally, interest on the unpaid balance will continue to accrue at the contract interest rate and must be paid in addition to the late charge. Payments in arrears when the 5% late charge is assessed will be referred to the Department of Law for collection.

Section 4.7. The Borrower agrees that it will separately account for all monies received from the Alaska Drinking Water Fund and will maintain project accounts in accordance with generally accepted accounting principles.

Section 4.8. If, prior to completion of the contract period, the Project Facility is damaged or destroyed, the Borrower is liable to the Department for all amounts due under this Agreement.

Section 4.9. The provisions of AS 37.15.575 relating to state aid interception apply to the loan made under this agreement.

SECTION V - MAINTENANCE, OPERATION, INSURANCE and AUDIT

Section 5.1. If applicable, the Borrower agrees to prepare a manual for operation and maintenance of the facility which is approved by the Department.

Section 5.2. The Borrower must ensure that a Department approved ordinance and a user charge system are adopted prior to initiation of operation of the facility.

Section 5.3. The Borrower must ensure that the Project Facility is given a final inspection and is certified complete to the Department.

Section 5.4. The Borrower shall initiate operation of the Project Facility immediately upon completion of construction and may not discontinue operation of the Project Facility without Departmental approval. Within one year after the initiation of operation, the Borrower must certify to the Department that the facility is performing up to design standards. The Borrower must ensure that sufficient qualified operating personnel certified by the State of Alaska will be retained to operate the Project Facility. Nothing contained in this Agreement shall be construed as an obligation or pledge of the Borrower to appropriate or expend general funds and general revenues of the Borrower to operate or maintain the Project Facility.

Section 5.5. If applicable, until the Project Facility is completed by the Borrower, the Borrower (or at the option of the Borrower, the contractor) will maintain insurance for the loss of the facility for the benefit of the Department, the Borrower and the prime contractor, and all subcontractors, as their interests in the Project Facility may appear. The Borrower agrees to insure the Project Facility against loss or damage in an amount at least equal to the loan amount specified in Section 1.1(g).

Section 5.6. If applicable, an insurance policy issued pursuant to Section 5.5 must be written or endorsed to make losses payable to the Department and the Borrower as their interests may appear. The interests of the Department are limited to the unpaid principal balance of the loan and any finance charge and penalties accrued as of the date such loan may be paid in full as a result of any insurance payoff, following destruction or damage to the facility.

Section 5.7. In the event the Borrower fails to maintain the full insurance coverage required by this Agreement, the Department may take out the required policies of insurance and pay the premiums. All amounts so advanced by the Department will become an additional obligation of the Borrower to the Department.

Section 5.8. The Borrower agrees to submit a financial report for the Project Facility for Departmental approval within one year after initiation of operation of the facility. A project audit, performed by the Department, will cover the entire multi-year project.

Section 5.9. Financial assistance received under this loan agreement is considered federal assistance and is to be included when determining the threshold amount for a Federal Single Audit. However, financial assistance received under this loan agreement is not subject to State Single Audit.

SECTION VI - MISCELLANEOUS PROVISIONS

Section 6.1. Any disbursement or repayment made under this Agreement by the department shall be delivered by electronic transfer, registered or certified mail, courier service or delivered personally. Any repayment made under this Agreement by the loan recipient shall be delivered by registered or certified mail, or delivered personally, and,

(a) If addressed to the Department, will be sent or delivered personally to:

ATTN: Municipal Administration Team (MAT)
Alaska Department of Environmental Conservation
Division of Water - Alaska Drinking Water Fund
410 Willoughby Avenue, Suite 303
P.O. Box 111800
Juneau, AK 99811-1800

(b) If addressed to the Borrower, will be sent to or delivered personally to:

Julie Cozzi
Haines Borough
P.O. Box 1209
Haines, AK 99827

Section 6.2. Departmental approvals, required by this Agreement will not be unreasonably withheld.

Section 6.3. This Agreement is made subject to and conditional upon the availability of funds.

Section 6.4. This Agreement is effective as of the date set forth above and continues in full force and effect until the final day of the Contract Period.

Section 6.5. This Agreement is binding upon the parties specified below, and to any person, office, or board succeeding either of the parties. This Agreement may not be assigned by the Borrower without written consent of the Department.

Section 6.6. The Department may cancel all or any part of this agreement if:

(a) Any representation or other statement made by the Borrower to the Department in connection with its application for a loan from the Alaska

Drinking Water Fund is incorrect or incomplete in any material respect;

(b) The Borrower has violated commitments made by it in its Approved Application and supporting documents, has not adhered to the regulations of the Alaska Drinking Water Fund (18 AAC 76), has violated any of the terms of this Loan Agreement; or

(c) The financial position of the Borrower has, in the opinion of the Department, suffered a materially adverse change.

Section 6.7. No portion of this loan amount may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION

By: Michelle Hale
Michelle Hale, Director
Division of Water

**ACKNOWLEDGEMENT
STATE OF ALASKA
First Judicial District**

The foregoing instrument was acknowledged before me this 7 day of
April, 2015


Notary Public, State of Alaska
My commission expires: with office

By: _____
Haines Borough

**ACKNOWLEDGEMENT
STATE OF ALASKA
First Judicial District**

The foregoing instrument was acknowledged before me this _____ day of
_____, 2015

Notary Public, State of Alaska
My commission expires: _____



Agenda Bill No.: 15-564

Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Adopt FY16 Haines Borough Operating Budget	1. Ordinance 15-04-407 2. Memo from the Manager with Possible Amendments 3. Citizen Comment - K.Menke (Note: additional FY16 budget-related comments are a part of the correspondence in agenda item 12A)
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 4/1/15	

Full Title/Motion:

The assembly already scheduled the second hearing for 5/26/15. No motion is needed now unless the second hearing date needs to change or some other action is desired such as a motion to amend the ordinance. Staff does propose a motion to amend the ordinance per the manager's memo.

Administrative Recommendation:

The borough manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ See proposed budget	\$ See proposed budg	\$ See proposed budget	undetermined

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives: Pages 44-55 and Objective 2B	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

The manager submitted a proposed budget on 4/1/15, and the assembly conducted budget work sessions as a committee of the whole. Per the Charter 9.01(D), the budget must be adopted by 6/15. Two public hearings must be held prior to June 1st.

The FY16 manager's budget is available on the borough website: <http://www.hainesalaska.gov>

During the budget meetings, the assembly identified a few possible amendments. The manager captured those in a memo attached to this agenda bill for consideration.

Referral:

Referred to: Assembly COW	Referral Date: 3/10/15
Recommendation:	Meeting Date: 4/6,4/14,4/20,4/21/15

Assembly Action:

Meeting Date(s): 4/28, 5/12/15	Public Hearing Date(s): 5/12, 5/26/15
	Postponed to Date:

HAINES BOROUGH, ALASKA
ORDINANCE No. 15-04-407

AN ORDINANCE OF THE HAINES BOROUGH, ALASKA, PROVIDING FOR THE ESTABLISHMENT AND ADOPTION OF THE BUDGET OF THE HAINES BOROUGH FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. General Provisions. The following FY16 budget document, listing estimated resources and expenditures is hereby adopted and established as the budget for the period of July 1, 2015 through June 30, 2016 and made a matter of record for that purpose. Except in the case of appropriations for capital improvements, all unexpended balances not otherwise encumbered or disposed of in this ordinance as of June 30, 2016, shall lapse to those appropriate funds.

Section 3. Authorization and Appropriation. The expenditures set forth herein are authorized and appropriations as provided for are hereby made.

01 AREAWIDE GENERAL FUND

REVENUES

Property Tax	\$ 1,700,000
Sales Tax	596,000
State Revenue	792,685
Federal Revenue	390,000
Interest Earnings	95,000
User Fees	60,000
License, Permits, & Fees	43,500
Penalty & Interest	53,000
Rents	63,365
TOTAL AREAWIDE REVENUES	<u>\$ 3,793,550</u>

EXPENDITURES

Administration	462,122
Borough Assembly	106,758
Elections	5,477
Finance	412,891
Assessment/Land Management	281,641
Information Technology	81,195
Dispatch	369,951
Public Facilities	275,260
Solid & Hazardous Waste	23,450
Chilkat Center for the Arts	96,330
Road Maintenance Service Areas	26,000
Haines Borough School District	1,739,500

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Library	406,000
Museum	199,653
Parks	42,344
Community Youth Development	26,796
Swimming Pool	225,479
Transfers	(194,934)
Allocated Expense	<u>(720,090)</u>
TOTAL EXPENDITURES & TRANSFERS	<u>3,865,822</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (72,272)</u>

02 TOWNSITE SERVICE AREA

REVENUES	
Property Tax Revenue	\$ 403,000
Sales Tax	702,000
State Revenue	208,246
Miscellaneous Revenues	<u>6,000</u>
	<u>1,319,246</u>
EXPENDITURES	
Police	492,578
Public Works	557,131
Animal Control	16,256
Transfers	(33,216)
Allocated Expense	<u>367,267</u>
TOTAL EXPENDITURES & TRANSFERS	<u>1,400,016</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (80,770)</u>

17 LAND DEVELOPMENT & SALES

REVENUES	<u>\$ 20,000</u>
EXPENDITURES	
Direct Expenditures	1,900
Operating Transfers	7,022
Allocated Expense	<u>11,078</u>
TOTAL EXPENDITURES & TRANSFERS	<u>20,000</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ -</u>

20 MEDICAL SERVICE AREA

REVENUES	<u>\$ 252,000</u>
EXPENDITURES	
H.E.L.P. Committee	10,000
Other Medical Services	28,750
Ambulance	44,285
Operating Transfers	5,000
Allocated Expense	<u>168,471</u>
TOTAL EXPENDITURES & TRANSFERS	<u>256,506</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ (4,506)</u></u>

21 TITLE III FOREST RECEIPTS

REVENUES	\$ 272,264
EXPENDITURES	<u>\$ 272,264</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ 0</u></u>

23 ECONOMIC DEVELOPMENT & TOURISM PROMOTION

REVENUES	<u>\$ 503,000</u>
EXPENDITURES	
Tourism	341,227
Economic Development	160,783
Allocated Expense	<u>25,342</u>
TOTAL EXPENDITURES & TRANSFERS	<u>527,352</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ (24,352)</u></u>

25 FIRE SERVICE AREAS

REVENUES	
Fire District #1	\$ 191,000
Fire District #2	<u>31,908</u>
TOTAL REVENUES	<u>222,908</u>

EXPENDITURES

Fire District #1	214,745
Fire District #2	28,418
Allocated Expense	<u>(15,470)</u>
TOTAL EXPENDITURES & TRANSFERS	<u>227,693</u>

CONTRIBUTION TO (FROM) FUND BALANCE \$ (4,785)

34 COMMERCIAL PASSENGER VESSEL TAX

REVENUES \$ 190,000

EXPENDITURES

Direct Expenditures	100,725
Operating Transfers	<u>87,016</u>
TOTAL EXPENDITURES & TRANSFERS	187,741

CONTRIBUTION TO (FROM) FUND BALANCE \$ 2,259

50 CAPITAL IMPROVEMENT PROJECTS

REVENUES \$ 755,000

EXPENDITURES

Direct Expenditures	845,700
Operating Transfers	77,500
Allocated Expense	<u>47,938</u>
TOTAL EXPENDITURES & TRANSFERS	<u>971,138</u>

CONTRIBUTION TO (FROM) FUND BALANCE \$ (216,138)

61 EQUIPMENT SINKING FUND

TRANSFERS (181,966)

CONTRIBUTION TO (FROM) FUND BALANCE \$ 181,966

75 LIBRARY BOND FUND

REVENUES	<u>\$ 14,100</u>
EXPENDITURES	<u>14,148</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (48)</u>

76 SCHOOL G.O. BOND FUND

REVENUES	<u>\$ 1,364,063</u>
EXPENDITURES	<u>1,364,063</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 0</u>

90 WATER REVENUE FUND

REVENUES	<u>\$ 374,750</u>
EXPENDITURES	
Direct Expenditures	369,241
Transfers	(6,000)
Allocated Expense	(1,564)
Depreciation Expense	<u>259,000</u>
TOTAL EXPENDITURES	<u>620,677</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (245,927)</u>

91 SEWER REVENUE FUND (WASTEWATER TREATMENT)

REVENUES	<u>\$ 432,950</u>
EXPENDITURES	
Direct Expenditures	358,807
Allocated Expense	62,436
Depreciation Expense	<u>239,000</u>
TOTAL EXPENDITURES	<u>660,243</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (227,293)</u>

92 BOAT HARBOR FUND

REVENUES	<u>\$ 437,799</u>
EXPENDITURES	
Direct Expenditures	580,484
Transfers	(34,400)
Allocated Expense	(100,962)
Depreciation Expense	<u>292,230</u>
TOTAL EXPENDITURES	<u>737,352</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (299,553)</u>

93 LUTAK DOCK FUND

REVENUES	<u>\$ 320,000</u>
EXPENDITURES	41,160
Allocated Expense	96,727
Depreciation Expense	<u>165,000</u>
TOTAL EXPENDITURES	<u>302,887</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 17,113</u>

94 PORT CHILKOOT DOCK FUND

REVENUES	<u>\$ 74,500</u>
EXPENDITURES	
Direct Expenditures	990
Allocated Expense	58,825
Depreciation Expense	<u>391,310</u>
TOTAL EXPENDITURES	<u>451,125</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (376,625)</u>

97 PERMANENT FUND

REVENUES	<u>\$ 344,000</u>
EXPENDITURES	
Direct Expenditures	23,500
Operating Transfers	<u>273,978</u>
TOTAL EXPENDITURES & TRANSFERS	<u>297,478</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 46,522</u>

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Section 4. Rates of Levy. The following are rates of levy on taxable property within the Haines Borough for the Calendar Year beginning January 1, 2015, based upon the proposed Year FY16 beginning July 1, 2015.

	<u>Borough Areawide</u>	<u>Fire Service Area</u>	<u>Road / Other Service Area</u>	<u>Debt Service Mills</u>	<u>FY16 Total Levy</u>
Townsite	5.79	0.87	2.35	1.46	10.47
Fire District #1 (outside TSA)	5.79	0.87	-	1.46	8.12
Fire District #3	5.79	0.90	-	1.46	8.15
Dalton Trail RMSA	5.79	0.90	0.61	1.46	8.76
Dalton Trail RMSA (no fire service)	5.79	-	0.61	1.46	7.86
Dalton Trail & Eagle Vista RMSA	5.79	0.90	2.82	1.46	10.97
Dalton Trail & Chilkat Lake RMSA	5.79	-	0.84	1.46	8.09
Riverview RMSA	5.79	0.90	0.91	1.46	9.06
Letnikof RMSA	5.79	0.87	1.19	1.46	9.31
Borough	5.79	-	-	1.46	7.25

Section 5. Effective Date. This ordinance becomes effective July 1, 2015.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF _____, 2015.

ATTEST:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 04/28/15
Date of First Public Hearing: 05/12/15
Date of Second Public Hearing: 05/26/15



May 6, 2015

RE: Review of Recommended Amendments to FY 16 Budget

During the Committee of the Whole (COW) Budget Workshops members of the Assembly identified several items for potential amendment. This memo reviews these items so that they can be discussed by the Assembly during public hearings on the FY 16 Budget:

- Budget Ordinance: Charter requires that the Budget ordinance adopt the FY budget, the Annual CIP, and the 6 year CIP (Section 9.01 Annual Budget and Capital Improvements Program)
 - Recommended Motion: That the ordinance title read- AN ORDINANCE OF THE HAINES BOROUGH, ALASKA, PROVIDING FOR THE ESTABLISHMENT AND ADOPTION OF THE OPERATING BUDGET, CAPITAL BUDGET, CAPITAL IMPROVEMENT PLAN OF THE HAINES BOROUGH FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016.
 -
- Capital Improvement Plan (CIP):
 - Borough staff to provide a working document with color coded lines to denote old and new items
 - Borough staff to identify items from previous years that we are recommending be deleted.
 - A recommendation was made to remove PC Dock Kiosk from the CIP list
 - Recommended Motion: That the PC Dock Kiosk be removed from the FY 16 CIP List
 - A recommendation as made to change funding for the Small Boat Harbor to reflect the current grant (\$19.5mil)
 - Recommended Motion: That the funding for the Small Boat Harbor be changed to reflect 19.5 million dollars
 - A recommendation was made to reflect 100k for Lutack Dock study and design
 - This will require an amendment to the FY 16 Lutack Dock Enterprise Fund
 - A recommendation was made to allocate sufficient funds to the Waste Water Treatment Facility (WWTF) to complete Phase 1 (\$1.7 mil).
Available sources of funding:
 - Re-appropriation of Existing Grant Funds (not available): The Borough sought re-appropriation of approximately \$600,000 in

existing grants to focus on the WWTF project. On 26 March 2015 Borough staff was informed that is unlikely that this re-appropriation will be authorized. Furthermore, it is likely that the grant monies will be used by the State for other projects. **THIS PATH IS NO LONGER CONSIDERED FEASIBLE.**

- Sewer Fund Reserve: There is approximately \$600,000 in the Sewer Fund (Fund 91) Reserve that could be used to partially fund this project. **MANAGER RECOMMENDS COMMITTING UP TO \$330,000 OF SEWER RESERVE TO SUPPORT THIS PROJECT**
 - DEC Loan: The Borough has applied for a DEC Loan and will likely get up to 1.6 million from this loan. Relying solely on the loan will create a situation that would require a significant rate increase. **MANAGER RECOMMENDS ACCEPTING THE LOAN AND LIMITING THE AMOUNT TO \$1 MILLION TO MINIMIZE REQUIREMENT FOR RATE INCREASE. SHOULD ALSO BE DONE IN CONJUNCTION WITH APPLICATION FOR A DEC GRANT.**
 - DEC Matching Grant: The Borough has applied for DEC Matching Grants on two occasions for this project and has failed to be awarded a grant. In the most recent application this project placed fifth in the state with the four projects ahead of it receiving funding. The Borough will apply again and, if a grant is awarded, can use funds from a grant to recoup any expenses incurred within the 120 days preceding the effective period of the grant. **MANAGER RECOMMENDS CONTINUED APPLICATION FOR THE GRANT AND OFFSETTING THE LOAN AMOUNT BY WHATEVER THE BOROUGH RECEIVES IN GRANTS.**
 - CIP Fund Balance: The Manager's Budget appropriates a small amount to the WWTF improvements (\$69,000). If we are willing to re-appropriate from other projects, particularly ongoing projects of lesser priority or projects funded in prior years that have not yet been acted on, we can likely identify sufficient funds to minimize potential rate increases.
 - Permanent Fund: The Government Affairs and Services Committee recommended researching drawing from the permanent Fund but this will require a vote of the People.
- HARK funding: A recommendation was made to transfer funds (16K) from ASSEMBLY 01-01-11-7710 (Appropriations from the Assembly) to ANIMAL CONTROL 02-04-10-7312 Professional & Contractual to provide sufficient funding for animal control. The Manager recommends that the funds remain in ASSEMBLY 01-01-11-7710 (Appropriations from the Assembly) and that HARK apply for an appropriations. The rationale for this recommendation is to enable differentiation in the HARK contract between those items that are directly related to animal control and those items HARK would fund whether or not the Borough contracted with them.
 - A recommendation was made to record the Chilkat Management Contract under expenses for the Chilkat Center

- The Manager requested that his proposed raise for 2016 be waived and the monies transferred to the Sewer Fund to offset a small fraction of the costs for Phase 1.

D.B. Sosa

David B. Sosa
Borough Manager
Haines, Alaska

From: [Kathleen Menke](#)
To: [Leslie Ross](#); [George Campbell](#); [JoAnn Waterman](#); [Mike Case](#); [David Sosa](#); [Diana Lapham](#); [Dave Berry](#); [Bill Mandeville](#); [Ron Jackson](#); [Jan Hill](#); [Julie Cozzi](#)
Subject: Comments on Budget
Date: Monday, May 04, 2015 9:53:54 AM

Comments on Budget..please include in packet for next week's meeting

Support HARK..

Haines Animal Rescue Kennel is a stable organization that has worked hard to develop good community relations. They are doing their job well. Taking money away from this organization and transferring to police department, with its personnel being mostly new and currently in flux, would be a giant step backwards for the health and safety of the community and its pets.

Support pool. library, and museum

The pool is an important part of a community health program. Buffalo Wyoming has a huge pool in their park with swim lanes, fountains, lifeguards, dressing rooms, refreshments. It is FREE to residents and visitors. The community understands that sometimes actual services are a great payback to a community for taxes paid in. Not all services need to pay for themselves fully. Furthermore the pool, library, museum improve the quality of life for all residents of and visitors to Haines, which in the long run contributes to community economic stability and steady, healthy growth.

Do not support lobbyist

Spending money on a lobbyist is money down a rathole. Our current legislators will listen better to the needs of the Haines community if its administrators speak with a united voice with community support for community priorities. A community which sets its priorities with community input and speaks as one united voice will be far more effective than a paid lobbyist. The manager and community and economic development director and the mayor will be listened to by our current legislators, particularly if the voices of all community members are joined together for the same community supported priorities.



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-563Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: FY15 Budget Amendment Ordinance #3	1. Ordinance 15-04-408 - DRAFT 2. Memo proposing one additional amendment 3. Budget amendment worksheet
Originator: Finance Director	
Originating Department: Finance	
Date Submitted: 4/22/15	

Full Title/Motion:

The assembly already scheduled the second hearing for 5/26/15. No motion is needed now unless the second hearing date needs to change or some other action is desired such as a motion to amend the ordinance. Staff does propose a motion to amend the ordinance to add an additional budget amendment.

Administrative Recommendation:

The borough manager recommends these budget amendments.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ see ordinance	\$ see ordinance	\$ see ordinance	

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:

Consistent: Yes No**Summary Statement:**

This provides for the addition or amendment of the FY15 budget. Proposed amendments: 1) eliminate budgeted e911 revenue because the surcharge will not take effect in FY15, 2) recognize Secure Rural Schools revenue, 3) adjust budgeted PILT to reflect actual payment, 4) reflect anticipated increased state revenue due to reduced PERS liability, 5) appropriate water fund fees to purchase property to enable upgrades to the Piedad Springs water source, 6) recognize proceeds from the sale of land to the brewery, 7) reappropriate funds for the Winter Tourism Study from FY14 to FY15, 8) appropriate loan proceeds from the state to the Allen Road waterline replacement project, and 9) modify some 2011-2015 CIP appropriations. See the ordinance for more detail.

Staff proposes one additional amendment to appropriate funds for the emergency repairs to Letnikof harbor. A motion to make that ordinance amendment would be in order.

Referral:

Referred to:

Referral Date:

Recommendation:

Meeting Date:

Assembly Action:

Meeting Date(s): 4/28, 5/12/15

Public Hearing Date(s): 5/12, 5/26/15

Postponed to Date:

AN ORDINANCE OF THE HAINES BOROUGH, PROVIDING FOR THE ADDITION OR AMENDMENT OF SPECIFIC LINE ITEMS TO THE FY15 BUDGET.

BE IT ORDAINED BY THE ASSEMBLY OF THE HAINES BOROUGH, ALASKA:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 3. Appropriation. This appropriation is hereby authorized as part of the budget for the fiscal year July 1, 2014 through June 30, 2015.

Section 4. Purpose. To provide for the addition or amendment of specific line items to the FY15 budget as follows:

(1) To eliminate projected e911 revenue. The surcharge will not be in place in FY15				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4366	State Revenue –e911 surcharge	\$27,245	\$0	(\$27,245)
(2) To recognize federal secure rural schools revenue which is currently estimated to be approximately \$120,000:				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-12-00-4534	Federal Revenue – Secure Schools	\$0	\$120,000	\$120,000
(3) To adjust down the FY15 budget for federal Payment In Lieu of Taxes to reflect actual received.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4532	Federal Revenue – PILT	\$360,000	\$344,205	(\$15,795)
(4) During the 2014 legislative session, Senate Bill 119 passed providing “on-behalf” funding for Public Employees Retirement System (PERS) employers for the FY15 fiscal year. Through on-behalf funding the State of Alaska provides funding which reduces the PERS rate paid by employers from the actuarially determined rate of 44.03% of gross wages (in FY15) to the “effective rate” of 22%. For FY15 the state contributed an additional sum to further reduce the unfunded liability. This Haines Borough budget amendment reflects the anticipated revenue received from the State of Alaska in the form of reduced PERS payments.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4341	State Revenue – Other	\$0	\$932,000	\$932,000
01-01-10-6116	PERS on-behalf – Pd by State	\$0	(\$932,000)	(\$932,000)
			Total	\$0

(5) To appropriate \$40,000 of water fund user fees to purchase Lot 1A, Meacock Subdivision for use in the Piedad Springs Water Source Upgrades Project.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
90-00-00-1610	Land	\$0	\$40,000	(\$40,000)

(6) To recognize proceeds from the sale of Lot8B Primary School Subdivision, to appropriate \$6,690 for work orders for required improvements, and to budget a transfer to the permanent fund for the net proceeds of the sale.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
17-01-00-4615	Contract Principal	\$25,000	\$111,600	\$86,600
17-01-00-7901	Work Orders – Public Works	\$0	\$6,690	(\$6,690)
17-98-00-8252	Transfer fr Lands OUT to PF	\$8,081	\$87,991	(\$79,910)
97-98-00-8252	Transfer fr Lands IN to PF	(\$8,081)	(\$87,991)	\$79,910
Net proceeds from the sale of Lot 8B, Primary School Subdivision				\$79,910

(7) To appropriate \$29,000 of Economic Development and Tourism Promotion sales tax funds for a Winter Tourism study. This project was appropriated in FY14 but that appropriation lapsed on 06/30/2014 and the study did not take place until this fiscal year.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
23-02-00-7312	Professional Services (Tourism)	\$55,450	\$84,450	(\$29,000)

(8) To budget for loan proceeds from #ADWF395191 from the Alaska Drinking Water Loan Fund and to appropriate those funds for the Allen Road Waterline Replacement Project. \$311,587 is offered to the Borough as a subsidy. The remainder of \$188,413 will be repaid over 20 years a 1.5% interest.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
90-50-00-4341	Loan Proceeds (ADWF)	\$0	\$500,000	\$500,000
90-50-00-7850	Improvements	\$0	\$500,000	(\$500,000)

(9) To modify appropriations made from the Capital Improvement Project Fund between FY11 and FY15. This amendment eliminates appropriations and reduces or (increases) appropriations for projects which are at or near completion. Funds made available are re-appropriated for the Wastewater Treatment Plant (\$31,000) and Road Improvements (\$6,919).				
				<u>Amount to Delete from / (Add) to Budget</u>
Source	Project	Appropriation	Expended	
FY11CIP	Jail Upgrades	10,000	0	10,000
FY12CIP	Admin Records Mgmt Scanning System	23,200	23,227	(27)
FY12CIP	Police Security System Public Safety Bldg	35,000	21,122	10,000
FY13CIP	Public Facilities / Harbor Snow Blowers (3)	8,000	6,175	1,825
FY13CIP	Klehini Valley Fire Dept Roof Replacement	50,000	50,058	(58)
FY13CIP	Gravel Pit Development	7,000	0	7,000

ORDINANCE # 15-04-408

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FY14CIP	Library Mechanical Controls	60,000	59,516	484
FY14CIP	D-1 for Beach Road	26,500	26,099	401
FY14CIP	Sewer Submersible Pump	9,500	8,823	677
FY14CIP	Pool Light replacement	35,000	31,648	3,352
FY15CIP	Parks 20 Ft Steel Container	4,000	0	4,000
FY15CIP	Parks Landscaping Additions	5,000	4,937	63
FY15CIP	LED Streetlights	17,500	17,298	202
New Appropriation - Wastewater Treatment Plant Upgrades				(31,000)
New Appropriation – Road Improvements				(6,919)
Net Change to Capital Improvement Project Fund				0

* A positive amount in this column is favorable. A negative amount is unfavorable.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS _____ DAY OF _____, 2015.

ATTEST:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 04/28/15
Date of First Public Hearing: 05/12/15
Date of Second Public Hearing: 05/26/15

Memo



To: Haines Borough Mayor & Assembly
From: Jila Stuart, Finance Director
Cc: Dave Sosa, Borough Manager
Date: May 6, 2015
Re: Addition to FY15 Budget Amendment Ordinance #15-04-408

The Manager recommends the following amendment to the FY15 budget amendment currently before you:

Letnikof Cove Harbor Emergency Repairs: Moorage has been suspended at the Letnikof Harbor floats following significant failure of the main pipe float. The Director of Public Facilities recommends emergency repairs to the Letnikof float for an estimated amount not to exceed \$200,000. The Port and Harbor Advisory Committee met 4/22/15 and requested up to \$200,000 in general harbor funds be appropriated for the emergency repairs. Haines Borough Code (HBC) 3.60.180 states, "Whenever, because of any emergency, it is deemed necessary and in the public interest by the manager to enter into any contract without following the applicable competitive bidding procedures required by this title" and the "estimated contract sum involved is greater than \$50,000, the manager shall refer any proposed emergency contract to the assembly for its approval and authorization to waive the competitive bid procedures." Waiving the competitive bid procedures would allow repairs to be completed in time for this summer season. The Borough will solicit multiple quotes for the work and investigate the possibility of a cost-effective replacement for the float.

To appropriate \$200,000 of boat harbor enterprise funds for emergency repairs to the Letnikof dock as authorized in resolution 15-04-627 on 4/28/2015.:				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
92-50-00-7850	Improvements	\$0	\$200,000	(\$200,000)

HAINES BOROUGH

Summary of Proposed Amendments to the FY15 Budget - Ordinance #15-04-408



FUND	Areawide General	Land Sales	Economic Dev.	Capital Improvements	Water Fund*	Harbor Fund*	Permanent Fund	Totals
	01	17	23	50	90	92	97	
Fund/Cash Balance as of 06/30/2014 \$	2,491,028	409,969	391,004	1,271,812	255,779	409,477	8,678,522	
FY15 Adopted BUDGET Excess Revenue Over (Under) CASH Expense	(98,703)	-	(41,987)	(285,871)	(4,954)	(2,978)	(1,169)	
Proposed Amendments:								
1. Eliminate FY15 e911 revenue	(27,245)							(27,245)
2. Federal Secure Schools Revenue	120,000							120,000
3. P.I.L.T. lower than expected	(15,795)							(15,795)
4. PERS on-behalf payment	-							-
5. Purchase Land for Water Upgrade					(40,000)			(40,000)
6. Sale of Lot8b primary school sub		-					79,910	79,910
7. Winter Tourism Study			(29,000)					(29,000)
8. Allen Road Waterline Replacement						-		-
9. Modify CIP Appropriations					-			-
<i>Proposed - Letnikof Improvements</i>						(200,000)		(200,000)
PROPOSED Excess Revenue Over (Under) CASH Expense	(21,743)	-	(70,987)	(285,871)	(44,954)	(202,978)	78,741	(112,130)
Proposed Fund/Cash Balance 06/30/2015 \$	2,469,285	409,969	320,017	985,941	210,825	206,499	8,757,263	
Annual Operating Budget	4,833,694							
Projected Fund Balance as % of Operating Budget								51%
Amount in excess of 6 months of operating budget								52,438

*Enterprise fund -the cash balance is shown instead of the fund balance and the cash budget is shown which does not include depreciation expense



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-566
Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Provide for lot line adjustment exceptions for nonconforming lots with planning commission approval	1. Ordinance 15-04-409 2. Planning Commission Recommendation
Originator: Planning & Zoning Technician	
Originating Department: Lands/Planning & Zoning	
Date Submitted: 4/20/15	

Full Title/Motion:
The assembly already scheduled the second hearing for 5/26/15. No motion is needed now unless the second hearing date needs to change or some other action is desired.

Administrative Recommendation:
This is recommended by borough staff.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$0	\$0	\$0	n/a

Comprehensive Plan Consistency Review:
Comp Plan Goals/Objectives: _____
Consistent: Yes No

Summary Statement:
The downtown area was originally platted in 1917 and the minimum lot size of 10,000 square feet was established in the 1970s. Very few lots within the downtown area comply with this requirement. A lot line adjustment that results in creating nonconforming lots is prohibited by the existing code. The code does not allow downtown property owners to make any lot line adjustments on their properties. The planning commission worked on a code amendment and has prepared a recommendation for the assembly. The commission would like to provide some flexibility by allowing exceptions with planning commission approval.

Referral:
Referred to: _____ Referral Date: _____
Recommendation: _____ Meeting Date: _____

Assembly Action:
Meeting Date(s): 4/28, 5/12/15
Public Hearing Date(s): 5/12, 5/26/15
Postponed to Date: _____

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.100.025 to allow with planning commission approval lot line adjustments and lot consolidations resulting in lot(s) non-conforming in size.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 18.100.025. Section 18.100.025 of the Haines Borough Code is hereby amended as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

HBC 18.100.020 Platting of subdivision, lot line adjustment and lot consolidation required.

Any division of land within the borough which results in a subdivision, or any shifting or eliminating of property lines resulting in a lot line adjustment or lot consolidation shall be surveyed and a plat thereof approved and recorded, pursuant to the provisions of this chapter, HBC 18.60.010 through 18.60.020, and AS 29.40 and 40.15, as amended from time to time.

A. Subdivision Defined. "Subdivision" means a division of a tract or parcel of land into two or more lots, sites, or other divisions and includes re-subdivisions and, when appropriate to the context, relates to the process of subdividing or to the land or areas subdivided.

B. Lot Line Adjustment Defined. "Lot line adjustment" is defined as the shifting of a property line that does not result in:

1. The creation of additional lots.
2. The creation of new nonconforming lots, including:
 - a. A lot of less than 65 feet of width.
 - b. A lot of less than the minimum size applicable to the zoning district.
 - c. A lot where development or utility becomes located within the setback as a result of the lot line adjustment.
3. The increase of nonconformity of an existing nonconforming lot.
4. The newly adjusted lot exceeding 200 percent of the area of the original lot, with the exception of lots less than the minimum lot size, in which case the newly adjusted lot shall not exceed 150 percent of the minimum lot size specified for the zone.

C. Lot Consolidation Defined. "Lot consolidation," also referred to as "lot line vacation," is the elimination of a lot line or lines that divide multiple lots and results in the consolidation of multiple lots into fewer lots or one lot.

1. The result shall not impair adequate access, access easements or rights-of-way to existing lots.

2. The result shall not create a nonconforming lot or increase the nonconformity of an existing nonconforming lot.

HBC 18.100.025 Exceptions.

A. The provisions of this chapter shall not apply to transfers of interest in land pursuant to court order.

B. The manager shall have the authority to waive the surveying requirement for a lot consolidation if it is determined that the surveyor can prepare plat documents from accurate and current data for the properties being consolidated.

C. HBC 18.100.020(B) and (C) do not apply to lot line adjustments and lot consolidations between two or more nonconforming lots, as long as no additional nonconforming lots are created, and the proposed lots as adjusted will comply with other requirements, including but not limited to setbacks and parking as prescribed by the applicable use zone. All lot line adjustments involving nonconforming lots shall be reviewed and approved by the planning commission.

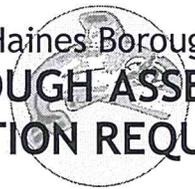
ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF _____, 2015.

Janice Hill, Mayor

ATTEST:

Julie Cozzi, MMC, Borough Clerk

Date Introduced:	04/28/15
Date of First Public Hearing:	05/12/15
Date of Second Public Hearing:	05/26/15



Haines Borough
**BOROUGH ASSEMBLY
ACTION REQUEST**

DATE: April 16, 2015

TO: Haines Borough Assembly

FROM: Haines Borough Planning Commission

Re: Lot Line Adjustments and Lot Consolidations in HBC 18.100.025

PLANNING COMMISSION ACTION:

Venables moved to “recommend the Assembly adopt the draft ordinance with adding an exception to HBC 18.100.025 and amending to add that all lot line adjustments for nonconforming lots shall be reviewed by the planning commission for approval”. **Turner** seconded it. The motion carried unanimously.

RATIONALE:

In the past several months, two property owners within the downtown historic area proposed to adjust property lines for future development. However, a lot line adjustment will result in creating nonconforming lots, which is not allowed by the current code. Staff believes that if the existing lots do not meet minimum lot size requirements and there is no way to adjust the lot lines so that the resulting lots become conforming as to size, a lot line adjustment may be allowed as long as the resulting parcels are compatible with, and do not obstruct, the objectives and policies of zoning and the applicable plans. The topic was discussed at the March 12, 2015 meeting.

During the discussion, the commissioners concur with staff and believe the code needs to be amended. Chairman Goldberg said the downtown area was originally platted in 1917 and the minimum lot size of 10,000 square feet was established in the 1970s. Almost none of the lots within the downtown area comply with this requirement. A lot line adjustment that results in creating nonconforming lots is prohibited by the existing code. The code does not allow downtown property owners to make any lot line adjustments on their properties. Staff drafted an ordinance based on the comments from the commission, and presented it to the commission at the April 16, 2015 meeting.

The proposed ordinance amends HBC 18.100.025 to add an exception that allows lot line adjustments involving nonconforming lots upon commission approval. The key issue is that to approve a lot line adjustment for nonconforming lots, the commission must find that the resulting lots conform to zoning and with the applicable plan. The commission

HAINES BOROUGH, ALASKA
ORDINANCE No. xx-xx-xxx

Draft

**AN ORDINANCE OF THE HAINES BOROUGH AMENDING HAINES BOROUGH CODE
TITLE 18 SECTION 18.100.025 TO ALLOW LOT LINE ADJUSTMENTS AND LOT
CONSOLIDATIONS RESULTING IN LOT(S) NON-CONFORMING AS TO SIZE**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 4. Purpose. This ordinance amends Title 18 Section 18.100.025 to allow lot line adjustments and lot consolidations resulting in lot(s) non-conforming as to size.

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

HBC 18.100.020 Platting of subdivision, lot line adjustment and lot consolidation required.

Any division of land within the borough which results in a subdivision, or any shifting or eliminating of property lines resulting in a lot line adjustment or lot consolidation shall be surveyed and a plat thereof approved and recorded, pursuant to the provisions of this chapter, HBC 18.60.010 through 18.60.020, and AS 29.40 and 40.15, as amended from time to time.

A. Subdivision Defined. "Subdivision" means a division of a tract or parcel of land into two or more lots, sites, or other divisions and includes re-subdivisions and, when appropriate to the context, relates to the process of subdividing or to the land or areas subdivided.

B. Lot Line Adjustment Defined. "Lot line adjustment" is defined as the shifting of a property line that does not result in:

1. The creation of additional lots.
2. The creation of new nonconforming lots, including:
 - a. A lot of less than 65 feet of width.
 - b. A lot of less than the minimum size applicable to the zoning district.

c. A lot where development or utility becomes located within the setback as a result of the lot line adjustment.

3. The increase of nonconformity of an existing nonconforming lot.

4. The newly adjusted lot exceeding 200 percent of the area of the original lot, with the exception of lots less than the minimum lot size, in which case the newly adjusted lot shall not exceed 150 percent of the minimum lot size specified for the zone.

C. Lot Consolidation Defined. "Lot consolidation," also referred to as "lot line vacation," is the elimination of a lot line or lines that divide multiple lots and results in the consolidation of multiple lots into fewer lots or one lot.

1. The result shall not impair adequate access, access easements or rights-of-way to existing lots.

2. The result shall not create a nonconforming lot or increase the nonconformity of an existing nonconforming lot. (Ord. 09-03-201 § 4; Ord. 06-07-148)

HBC 18.100.025 Exceptions.

A. The provisions of this chapter shall not apply to transfers of interest in land pursuant to court order.

B. The manager shall have the authority to waive the surveying requirement for a lot consolidation if it is determined that the surveyor can prepare plat documents from accurate and current data for the properties being consolidated. (Ord. 09-03-201 § 4)

C. HBC 18.100.020(B) and (C) do not apply to lot line adjustments and lot consolidations between two or more nonconforming lots, as long as no additional nonconforming lots are created, and the proposed lots as adjusted will comply with other requirements, including but not limited to setbacks and parking as prescribed by the applicable use zone. All lot line adjustments for nonconforming lots shall be reviewed by the planning commission for approval.



MANAGER'S REPORT

DATE: May 12, 2015
 TO: Mayor and Borough Assembly
 FROM: David B. Sosa, Borough Manager

BOROUGH ADMINISTRATION MISSION

Under the guidance and direction of the Borough Assembly, the mission of the Haines Borough Administration is to deliver critical and desired services; to protect the safety and well-being of the community; and to create conditions for a vibrant, sustainable economy that enhances and safeguards quality of life

Manager's Comments:

FY 2016 Budget: A memo has been included in this packet that addresses recommended changes to the budget that were brought up during the Budget COW's.

Interim Director of Public Works: Mr. Brian Lemke started work on 6 May and is currently in transition with Mr. Jimenez.

Interim Police Chief: A hiring committee convened and interviewed three individuals for Interim Police Chief. The applicants were then reviewed by the Public Safety Commission for consideration and comment and Mr. Griffiths was selected as the preferred candidate to forward to the Assembly.

State Ferry Terminal Construction at Lutak: The state approached me regarding the work at Lutak. After review of the project they asked to amend the easement to allow demolition of cells 5-7. This was time sensitive to allow construction to move forward and for safety so I signed off on this which saves the Borough the costs of demolition for the two additional cells and advances work on our eventual Lutak project.

Conservation Option (SBH Project): We looked at mitigation options for the Small Boat Harbor Expansion. My preference was to conduct a local project provided that it would not exceed 1.5 times the anticipated cash payment to SEALTRUST (approx. 35K). None of the Borough projects reviewed met the criteria therefore I instructed PND to engage with SEALTRUST for mitigation efforts associated with the SBH expansion.

Community Cleanup: On 1 May, Borough Staff participated in Community Cleanup and helped prepare our town for the coming summer. It was a great opportunity to work alongside other residents and contribute to the community.

Conversation with Representative Sam Kito: On Thursday 30 April, Mayor Hill, Mr. Mandeville and I participated in a phone call with Rep. Kito regarding the special session. He identified that the Governor has called for returning 15.5 million to the Commercial Passenger Vessel Tax, 7+ Million for Alaska Marine Highways, and noted that there is a plan to maintain a forester in Haines for approx. 9

months next year. We are preparing a message that again outlines the community objections so that Rep. Kito can use this in his efforts to forward regional goals during the remainder of the session.

Delta Western Spill: On 21 April, there was a spill of approximately 150 gallons of aviation fuel at the Delta Western facility on Lutak Dock. The crew from Delta Western took immediate action to contain the spill and notified the Alaska Department of Environmental Conservation. In the process of conducting containment and clean-up operations, local and regional HQ for Delta Western failed to notify the Borough that a spill had occurred and it was not until two days after the event that the Borough was informed by Mr. David Pikul of Alaska DEC of the incident. Since being notified of the incident I have had several conversations with Delta Western executives in Seattle which concluded with a conference call on the morning of 30 April. Present in my office for the call were Mr. Fred Gray, Mr. Michael Denker, and our Harbormaster Mr. Shawn Bell. On the call were Mayor Hill, Mr. Martin and Ms. Fultz of Delta Western in Seattle, and Mr. Pikul of Alaska DEC.

During the call Delta Western acknowledged their failure to notify the Borough as is required by their Standard Operating Procedure and by the lease between the Borough and Delta Western. Delta Western agreed that in the future the notification process would require initial notification to the Borough by local Delta Western employees after which the Borough would coordinate with their HQ in Seattle. This would allow the local representative to focus on actions at the incident site. The Borough will continue to monitor cleanup activities at Lutak Dock to ensure that appropriate actions are taken to address the spill. We will also coordinate with DEC so that we can be assured the cleanup is completed in accordance with state and federal requirements.

Delta Western Spill Containment Area Expansion: Based on a DEC recommendation, Delta Western is expanding their oil spill containment area. This requires a permitting process and Mr. Gray has coordinated with planning to get this item before the Planning Commission. Given the recent spill, I approved their action to begin construction as this is in the best interest of the Borough. Before deciding, I consulted with the harbormaster, the Director of Facilities and Public works, and planning. The permit will still need to go to the Planning Commission and arrangements are being made for that to occur. (see attachment)

Outlook Training: During Warren's time here, he provided Outlook training for staff to help us make use of some of the more advanced options for tracking time, schedules, and tasks. He is also arranging test copies of Microsoft Project for several Department Heads to see if purchase of that software will be beneficial to planning.

HELP Committee: On 29 April, there was a HELP committee meeting in which a number of items were discussed including updates to the Hazard Mitigation Plan and to the Emergency operations Plan. Additionally, Mr. David Thompson, an individual with extensive experience training first responders and emergency managers, will be residing in our community this summer and has volunteered his time to provide Emergency Management training for key personnel.

Assembly, Board, & Committee Training: An initial session will be held with Committee and Board Chairs on 18 May to review the proposed training schedule. Training has tentatively been scheduled to take place on either 1, 3, or 4 June.

BOE Training: Training for the Board of Equalization was conducted on 6 May. The Assessor and Borough Staff are prepared to support the Assembly during the upcoming BOE.

Borough Roads: A roads assessment was conducted and a maintenance schedule is provided below. This schedule will be posted on the Borough website.

SPRING 2015 ROAD MAINTENANCE SCHEDULE

★ Completed

APRIL: WEEK 1	APRIL: WEEK 2	APRIL: WEEK 3	APRIL: WEEK 4
Graded: West Fair Drive ★	River Road ★	Moose Lane ★	Mt Riley Rd
Fair Drive ★	Jones Pt Rd ★	Vermiere ★	Sunshine
Fill gravel Potholes on Beach Rd. ★	Barnett Drive ★	Beach Rd ★	North Sawmill
	1st Ave North ★	Old/New Har ★	Wellfield ★
MAY: WEEK 1	MAY: WEEK 2	MAY: WEEK 3	MAY: WEEK 4
Fair/W Fair Drive	1st Ave North	Beach Rd ★	Mt Riley Rd
Young Rd	Jones Pt Rd	Spruce Grove Road	N Sawmill
Skyline ★	Barnett Drive		Wellfield
Raven St ★			Meadowlands
JUNE: WEEK 1	JUNE: WEEK 2	JUNE: WEEK 3	JUNE: WEEK 4
Fair Drive	1st Ave North	Beach Rd	Mt Riley
Skyline	Jones Pt	River Rd	Sawmill
	Barnett		Wellfield



Signs in Violation of Borough Ordinance: Last year, an ordinance was brought before the Assembly to adjust the signage code. That item was sent to the Commerce Committee to provide recommendations as well as to the Planning Committee. During this process enforcement of the current code was held in abeyance at the Manager's direction anticipating a change. It has become clear that there will not be progress on the amendment therefore I have directed enforcement officials to enforce code on this item effective 1 May. Letters have been sent to individuals and business that are in violation notifying them of the requirement.

Police Assessment: I have remained in touch with Mr. Russell and he is continuing his work on the audit. I anticipate a DRAFT report within the next month.

Earth Day: I met with organizers of the Haines Earth Day event and am happy to note that the Borough will again have a table at the Earth Day to provide information on Borough activities and events. The Borough will be set up and have display placards addressing actions the Borough is taking to promote efficiency.

SE Alaska Fair Participation: I intend for Staff to participate in the Fair as we did last year. This will provide another opportunity for us to answer the Public's questions and demonstrate what services are provided to the community.

Town Hall: I have scheduled a Manager's Town hall from Thursday 28 May at the Sheldon Museum from 5-7 PM. The focus will be on efforts at communication and outreach and to provide updates to the community and answer questions in an informal venue that fosters communication. Anyone who is anyone will be there

Community and Economic Development:

Boat Harbor Cost-Benefit Analysis: The CED Director and Harbormaster prepared a proforma analysis to determine whether the Portage Cove Boat Harbor will generate enough revenues to pay for its operating costs. The analysis identifies the Boat Harbor's current level of service (LOS). It breaks the revenues down relative to the current LOS and each phase of the improvement project. It found the Harbor has a great deal of potential to generate substantially more parking fees and transient moorage fees. The result is a harbor operation whereby revenues will exceed operating expenses.

Biomass Project: CED Director drafted a Wood Pellet Supply Plan and revised the Statement of Work for the Biomass Project grant. A copy of the supply was sent to the Alaska Energy Authority (AEA) to make sure it complies with the grant. Release of the plan is pending AEA's review.

Cruise Ship Waivers: The CED Director and Tourism Director met with members of the Tourism Advisory Board to get their input on the draft staff report regarding proposed cruise ship waivers. The CED made the changes recommended by the TAB members and prepared the final draft of the staff report along with the agenda bill.

Mosquito Lake School and Community Center: CED Director met with the Friends of Mosquito Lake School and Community Center (FMLSCC) to discuss a proposed "Memorandum of Understanding" (MOU) for the operation of the facility as a community center. The CED Director drafted the MOU and sent it to the FMLSCC for their review and comments. The CED Director met with the FMLSCC again to go over the revised MOU. They are scheduled to present it to the Assembly on May 26.

Business Retention and Expansion (BRE) Program: The CED Director and Tourism Director met with the directors of the Chamber of Commerce and the Chilkoot Indian Association to discuss the BRE Program. The director of the Chamber of Commerce stated they would look at applying for a VISTA position. If the grant application is successful, the VISITA Volunteer will organize the program to be operated through the Chamber of Commerce. Otherwise, the group will need to look at other options.

Yukon Tourism Association Conference: Tourism Director attended the Yukon Tourism Association Conference (TIA Yukon) in Dawson City and the Yukon/Whitehorse Trade Show. Both of these events were very fruitful. It is very important to keep these relationships strong and utilize a joint marketing force between Haines, Skagway and the Yukon. The Director attended workshops regarding marketing tourism, integrating wildlife into a tourism marketing plan, cultural tourism and online marketing strategies. The Director reports Haines is a popular destination for Canadian vacationers. They expressed interest in fishing, biking, and water activities.

Freeride World Tour: Negotiations are underway to work with Freeride World Tour to continue visiting Haines for at least the next two ski seasons.

Visitor Information and Convention Center: Currently the Visitor Center is preparing for the upcoming summer season. They are working on moving our visitor kiosk to join the current PC Dock bathrooms. Plans are in the works to have the Chilkat Dancer's perform on the PC Dock to welcome cruise visitors.

Swimming Pool:

Pool Use: During the month of April, the pool was open 181 hours and visited by 1,096 swimmers, an increase of 146 swimmers for the same month last year.

End of Fiscal Year Cost Savings: Typically the pool has its lowest attendance during the months of May and June. The Pool plans to shorten both the morning and noon open swims by thirty minutes. These periods typically have three to five swimmers. Each swimmer will still have a lane to themselves because the pool has five lanes. The Pool plans to be closed during the week of May 25th. Additionally, in an effort to reduce cost, Pool staff are experimenting with shutting down the VAU-1 at night and weekends with the blanket on. It should reduce heating costs.

May Closure for Repairs and Maintenance: The Pool Manager plans to close the pool for one week to make necessary repairs and upgrades. They are tentatively planning for the week of May 24-30. Upgrades and repairs include the following: ADA upgrades, replace tread on pool stairs, replace caulking around the perimeter of the pool, and replace light bulbs and ballasts.

Water Safety Class and Recognition for Outstanding Service: Pool Manager RaeAnn Galasso conducted water safety classes for kindergarten children. The School District wants to recognize RaeAnn for the tremendous success of the class. They noted that she went "above and beyond" their expectations.

Community Youth Development:

Soccer: CYD plans to have an all coaches meeting during the week of May 18. The season gets underway at this meeting. Youth can play soccer on Tuesdays and Thursdays under the supervision of their coaches. On Saturday they can play in pickup games. The soccer season will end on August 15.

Track and Field: CYD's middle school athletes competed in the recent high school track and field event held in Haines. They will travel to Juneau on May 14 to participate in a middle school track and field event.

T-Ball: The CYD Director is trying to organize a summer T-Ball program. He is currently trying to recruit three more adults to coach two teams of approximately 20 children.

Staff Recognition: CYD Director Albert Giddings was recognized by the nearly 30 youths who participated in this year's basketball program. They recognized the extra efforts he made to organize their games, trips and events.

Facilities & Public Works:

Vocational Education Building Renovations: A pre-construction meeting was held on May 7. Substantial completion is set for August 21.

Public Safety Building/Jail Cells: Heating upgrades are being planned for the existing jail cells. All work will be performed by Borough maintenance staff using new in-floor heating. During the winter months the heat in the cells has failed many times.

Facility Management Program: Currently the management program is being used to schedule planned maintenance and work orders. To date, there are more than 200 work orders in various stages of progress. The Finance Department is working with Facilities to enter financial data into the program.

School Roof Project: This job has been advertised with a bid opening date of May 20, 2015.

Sledding Hill: Trees have been removed. Stumps will be cleared by the first snow of 2015. Sledding will be open to the public when the snow hits the ground.

Hazard Mitigation Plan: Staff has updated the plan and sent the draft copy to the State for review.

Allen Road Waterline Replacement: Southeast Road Builders was issued the Notice to Proceed for this project. Project was originally to begin May 1. Due to the lead time of American Iron and Steel products, the project will likely begin in June. Staff is working with AKDOT to revise the chip seal project, which will occur to complete the waterline project under a different contract.

Piedad Water Transmission Line Replacement: Staff is working with DEC to acquire a Drinking Water Loan in addition to the re-appropriation of past grant funds to make substantial improvements to the Piedad Springs water source. The scope of work will include source improvements, transmission line replacement, new filtrations system and a small storage tank for contact time.

Library:

NSTR

Public Safety:

Monthly Stats: Stats for April and to date are included as an attachment to the Manager's report.

Other:

No major incidents have occurred and the department is preparing for the upcoming Beerfest.

Interviews of two candidates for police officer will be conducted on Thursday, May 7th.

Officer Dryden will be graduating from the Academy May 13, and is expected back in town by May 17th.

All dispatchers have now completed a 9-1-1 review for medical and fire calls with Fire Department personnel. The training was well received and is expected to remain ongoing due to the efforts of Al and Jenn.



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Toll-Free 1-800-478-3194
Fax (907) 766-3196

To: David Sosa, Borough Manager
From: Fred Gray, Terminal Mgr 
Pgs: 2
Date: May 6, 2015
Re: Oil Spill Containment Area at the Lutak Dock

Update and Request:

We have flown in a very temporary rubber containment area for the Export Trucks to park on, which will be installed this week. I don't know whether this will work or not in the short term. Our objectives are to increase our Spill Containment Area (SCA) by 10x40 feet (attached) to comply with various regulations and policies of our company. Because this extension action will include the amendment to the Land Lease and a review by the Borough Attorney, the Planning Committee and ultimately approval by the Borough Assembly; this will probably take months.

I spoke with Tracy this morning asking what permits and approvals will be needed. I explained the urgency on this matter to comply with our Environmental Protection Policies.

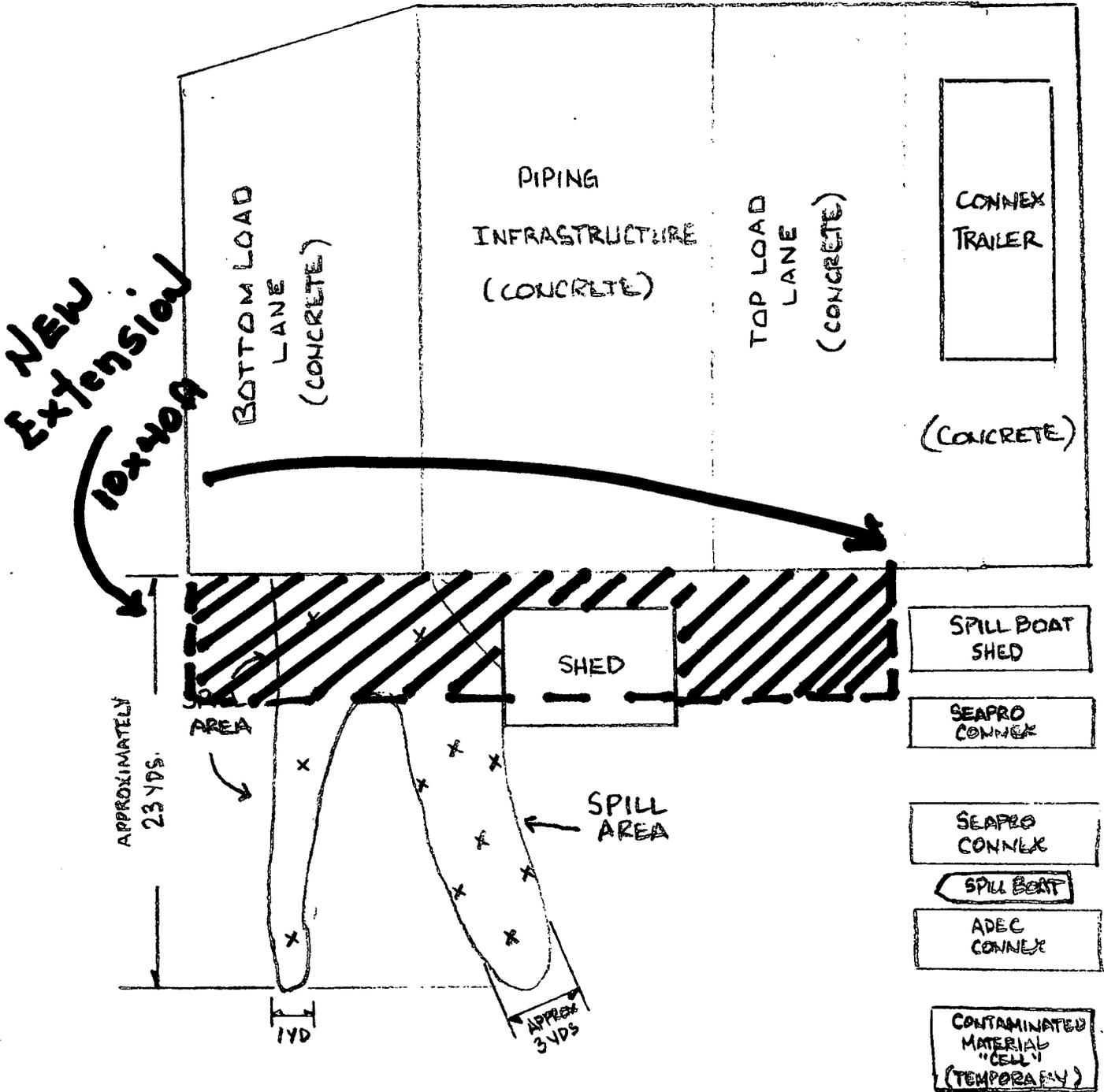
I am coming to you with a request and ultimately your approval:

- Stickler Construction and Wolverine Ready Mix stated to me they have a 10 day window to frame and pour this extension. Their Alaska Ferry construction project has been delayed. If they cannot make this window, our project will be pushed off until the end of summer. This will impede our operations greatly.
- Also, it's the weather factor; May is the best time of year to get this project done and behind us.
- We also need to comply with the various regulations and put a closure to this Spill Report.
- I was going to fill out a request to the Borough as "Emergency Temporary Spill Containment," so we can move on this while we go through the Request and Permit process with the Borough. I don't not want this to be viewed as "smoke and mirrors," only as an action to get this critical extension done as fast as possible.

Your thoughts and guidance is appreciated.

LUTAK TANK TRUCK RACK
 APRIL 21, 2015 SPILL INCIDENT
 (NOT TO SCALE)

LUTAK ROAD



X = SHEEN TEST DURING EXCAVATION

**Police and Dispatch Statistics
for April 2015**

Police

Reports	12
Traffic Stops	10
Warnings	11
Cites	0
Arrests	1
Calls for Service	108
Dispatch	
Police Calls for Service	108
Dispatch Reports	96
911 Calls	36
Medical Calls	22
Sum/Subpoena	12
AST Calls	22
Fire Calls	4

Overall Calls for Service 300

2015 To Date (Jan to April)

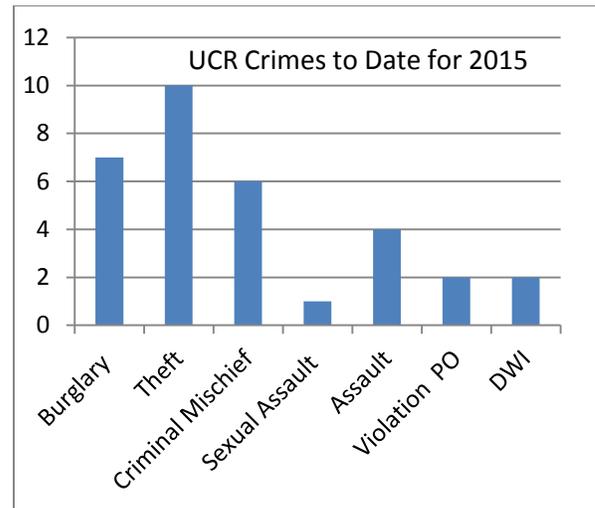
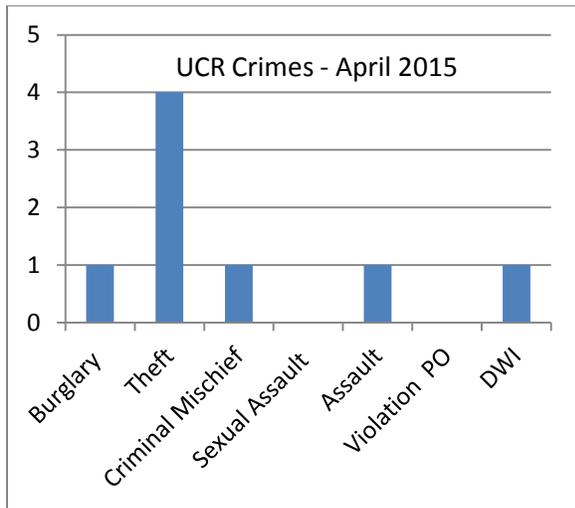
Police

Reports	44
Traffic Stops	28
Warnings	17
Cites	4
Arrests	8
Calls for Service	422
Dispatch	
Police Calls for Service	422
Dispatch Reports	327
911 Calls	165
Medical Calls	78
Sum/Subpoena	40
AST Calls	33
Fire Calls	11

Overall Calls for Service 1076

Dog Calls	
HARK Canine Calls (Lost, at large, injured, etc.)	19
Dog Bite Reports	1

Dog Calls	
HARK Canine Calls (Lost, at large, injured, etc.)	66
Dog Bite Reports	2





Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-571
Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Cruise Ship Waiver Program	1. Public Participation Plan 2. CED Staff Report 3. Existing Waiver Program 4. Haines 2015 Cruise Ship Schedule 5. Skagway's 2015 Cruise Ship Schedule
Originator: CED Director and Tourism Director	
Originating Department: Community & Economic Development	
Date Submitted: May 6, 2015	

Full Title/Motion:

Motion: Refer the proposed Cruise Ship Waiver Program to the Commerce Committee with instructions that they present their recommendations at the July 14, 2015 Assembly meeting.

Administrative Recommendation:

Assign the proposed Cruise Ship Waiver Program to the Commerce Committee and instruct them to implement the suggested public participation process with the intent to present the proposed program, if any, to the Assembly at their July 14th meeting.

Fiscal Impact:

Potential reduction in the 1% sales tax transferred to the Community and Economic Development Fund (Fund 23) starting at approximately \$30,000 during the first year of the program.

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives: N/A	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
------------------------------------	--

Summary Statement:

{Attached staff report presents the idea in detail.} Haines needs to increase its sales tax in light of current reduction in state-shared revenues. Achieving this goal involves getting two to four more cruise ships to regularly make Haines a port of call. Tourism Advisory Board (TAB) wants the Borough Assembly to consider setting up a program that waives a portion of the cruise ships' docking fees. TAB would like the Assembly to consider implementing one of three potential options.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 5/12/15	Public Hearing Date(s):
	Postponed to Date:

PUBLIC PARTICIPATION PLAN Proposed Cruise Ship Waiver Program

Task 1: Scoping Process: Releasing the Preliminary Draft

- a. Create a List of Planholders
 - List currently includes:
 - Tourism Advisory Board
 - Assembly's Commerce Committee
 - Chamber of Commerce
 - Chilkat Valley News
 - List will be expanded as more people request getting added to the list
- b. Identify Issues and Concerns
 - Ask the Commerce Committee and the Tourism Advisory Board to have a joint, public meeting to discuss the proposed waivers.
 - Present the Staff Report in detail to the Commerce Committee
 - gather and respond to comments and concerns

Task 2: Establishing How To Move Forward

- a. Confirm with City Clerk, Manager & Mayor how they would like to process the Assembly's approval of this plan.
 - suggested route: Commerce Committee -> Assembly
 - creating a Cruise Ship Waiver Program may require drafting and adopting an ordinance
- b. Schedule for Assembly Approval
 - pick a date to present to the Assembly (e.g. June 23 or July 21)
 - work backwards from this date to create a schedule
- c. Draft a schedule for adoption
 - send the schedule to planholders

Task 3: Citizen Participation and Public Review

- a. Public Access to Information
 - create a separate webpage and put it on the Borough's site.

- create a “listserve” from the list of planholders
- post and publish public notices regarding meetings and public hearings
- b. Draft the proposed legislation to create a Cruise Ship Waiver Program
 - conduct additional research in response to public comments
 - draft the necessary documents to set up the proposed program
- b. Gather Public Comments
 - Arrange for the Commerce Committee to have another public meeting to discuss the merits, issues and concerns regarding the proposed program.
 - Prepare a list of issues and concerns along with a written response

Task 4: Decision Making Process

- a. Ask the Commerce Committee to put on the proposed program on the Assembly Agenda
 - Present the staff report to the Commerce Committee
 - Revise staff report and plan based on Committee comments
 - Ask the Committee to introduce the plan to the Assembly
- b. Public Hearing
 - Introduce the proposed program to the Assembly and ask them to schedule a public hearing
 - Conduct a public hearing
 - List concerns and issues along with a written response
 - Revise the program and staff report based on public comments
- c. Finalize the Plan
 - present the revised program and staff report to the Assembly
 - conduct a second public hearing
 - seek adoption of the proposed program

TASK 5: Wrapping It Up

- a. Prepare a final draft of the program
- b. Publish final draft on website & send copies to planholders
- c. Prepare a questionnaire or monkey survey to get feedback regarding the process to draft the plan, seek public participation and Assembly approval.

SUGGESTED SCHEDULE

The following schedule will need to be redeveloped through the public participation process. The “Completion Dates” will very likely change. This schedule is presented solely to start discussion.

Task / Key Dates	Completion Date
Task 1: <u>Scoping Process</u>	May 12 - 29
-- Send staff report to the initial list of planholders	
-- Commerce Committee / TAB Joint Public Meeting	Sometime in May
-- Determine what the Assembly will need to adopt proposed program	May 29
Task 2: <u>Citizen Participation & Public Review</u>	June 1 – July 10
-- Create website to provide public access to information	June 1
-- Release proposed legislation creating a Cruise Ship Waivers	June 1
-- Commerce Committee conducts second public meeting	Later Part of June
-- gather and respond to public comments	July 10
Task 3: <u>Decision Making Process</u>	July 14-Aug 18
-- schedule the revised program for consideration by Assembly	July 14
-- Introduce Proposed Program to the Assembly	July 21
-- First Public Hearing	August 4
-- Second Public Hearing & Adoption	August 18, 2015
Task 4: <u>Interim Agreement for Storage Site & Distribution</u>	Sometime in Sept
-- if adopted, then prepare final edits and publish the final program	
-- prepare questionnaire/survey monkey to get feedback on process	

DATE: May 5, 2015

TO: Tourism Advisory Board and Haines Borough Assembly

THRU: David Sosa, Borough Manager

FROM: Bill Mandeville and Leslie Ross

ISSUE: Should Haines Borough change direction regarding its existing *Backroads Cruise Ship Waiver Program*; and, if yes, then what direction?

SUMMARY:

Haines would like to increase the number of cruise ships that visits it to 3.0+ per week. In order to achieve this goal, Haines needs to add at least two more cruise ships and preferably four ships to the existing number of ships who visit Haines.

With this goal in mind, the Tourism Advisory Board (TAB) wants the Borough Assembly to consider setting up a program that waives a portion of the cruise ships' docking fees. They would like a waiver that would grab the cruise ship lines' attention and clearly demonstrates - Haines Borough is serious about its tourism industry.

Roughly six options were developed using comments and ideas from conversations with TAB and a few representatives of the fishing industry. Borough staff (Bill Mandeville, Jila Stuart and Leslie Ross) reviewed these options and collaborated to draft this report. Three of the options were eliminated from consideration because they were not financially feasible (see Attachment #4).

They present the remaining three options up for consideration. The preferred option would be developed using the Borough's proposed public participation plan. The Assembly would take action on the final, proposed program sometime during the fall. The final program would take effect next year (Yr 2016). This report provides more details regarding each of the options.

#	Criteria	Estimated Rate of Return		Staff's Review Score
		2 ships	3 ships	
4	50% Waiver – All Ships	1.08	1.49	<i>Will Add Later</i>
5	Three-Year Graduates Waiver To All Ships Who Return To Haines Starting At 30% on Yr 1 of the Program and 60% on Yr 3 Waive PLUS waiving all dockage fees for new ships during the first year that they visit Haines.	1.19	1.60	37
6	Three-Year TIF-Like Program whereby the Net Increase of Sales Tax generated by cruise ships is used to finance capital improvements at the Boat Harbor PLUS waiving all dockage fees for new ships during the first year that they visit Haines.	Same as #4 or #5	Same as #4 or #5	38

BACKGROUND:

- June 30, 2010: At the end of FY2010, the Borough's sales tax receipts decreased significantly compared to the previous year. Although sales tax receipts increased in FY 2011, it decreased again in FY2012 and increased only slightly in FY2013.
- May 2011: The Borough launches its "Alaska Backroads Marketing Concept". (Attachment #1) Through this program, the Borough will waive the dockage fee for the first year for the first cruise ship that includes Haines in its itinerary. The program does not have a termination date.
- FY2013-2014: From FY2010 to FY2013, the historical trend of the Borough's sales tax receipts had a negative projection relative to the years prior to FY2010. In FY2014 sales tax receipts increased approximately \$50,000 over the previous year. It was nearly \$300,000 more than FY2010.
- March, 2015: The 2015 Cruise Ship Schedule was released. Oceania Cruises and Princess Cruises each added Haines to their itinerary. They scheduled two 900 foot cruise ships to visit Haines twice during the 2015 season. These two additional ships increased Haines' average cruise ships visits from 2.5 per week to 2.7 per week. (Attachment #2)
- April, 2014: Haines Borough issued its first Backroads Cruise Ship Waiver. (Attachment #3) Cruise ships *Infinity* and *Crown Princess* added Haines to their itinerary. They each received a waiver of their dock fees. This waiver cost the Borough \$13,412.
- October (?), 2014: Skagway published its 2015 Cruise Ship Schedule. Approximately 14 cruise lines scheduled 30 cruise ships to make 402 ports of call during the 2015 season. Skagway averages approximately 20 visits per week. (Attachment #4)
- January 2015: The Haines Tourism Advisory Board expressed its desire to revise the existing waiver program to make it into something more substantial that will (1) better grab the cruise ship line's attention and (2) show that the Borough is really serious about its tourism industry.

KEY DOCUMENTS:

- "Alaska Backroads Marketing Concept". (Attachment #1)
- Haines' Year 2015 Cruise Ship Schedule (Attachment #2)
- Haines Borough's Backroads Cruise Ship Waiver. (Attachment #3)
- Skagway's Year 2015 Cruise Ship Schedule (Attachment #4)
- McDowell Group "2011 Haines Tourism Management Plan"
 - Link: <http://www.hainesalaska.gov/tourism/haines-tourism-management-plan>
- Data regarding sales tax was taken from the Borough's Audited Financial Statements.
 - Link: <http://www.hainesalaska.gov/finance/audited-financial-statements>

KEY ASSUMPTIONS:

1. Average Spending Per Cruise Ship Passenger

Source: 2011 McDowell Group Passenger Survey

	From	Adjusted For Inflation				
	Survey	2012 \$	2013 \$	2014 \$	2015 \$	2016 \$
	2011 \$					
Spending on Tours	59.00	60.24	61.15	62.13	63.06	64.00
Spending on Shopping	21.00	21.44	21.76	22.11	22.44	22.78
Spending on other (dining/transport)	5.00	5.11	5.18	5.26	5.34	5.42
	85.00	86.79	88.10	89.50	90.85	92.21

2. Local Sales Tax Generated Per Cruise Ship Passenger

Source: Borough Finance Director

Estimated Tax Rates	Yr 2016	Yr 2017	Yr 2018
Tours charging 5.5% tax	53.12	53.92	54.73
Klukwan Tours (exempt)	1.28	1.30	1.32
Tours subject to 4% tax	9.60	9.74	9.89
Shopping assumed 5.5%	22.78	23.12	23.47
Other assumed 5.5%	5.42	5.51	5.59
	92.21	93.59	95.00
Estimated Sales Tax Revenue per visitor			
Tours charging 5.5% tax	2.92	2.97	3.01
Klukwan Tours (exempt)	-	-	-
Tours subject to 4% tax	0.38	0.39	0.40
Shopping assumed 5.5%	1.25	1.27	1.29
Other assumed 5.5%	0.30	0.30	0.31
Estimated Tax per Cruise Ship Visitor	4.86	4.93	5.00

3. Cruise Ship Waiver = Targeted Business Incentive:

- Haines Borough considers its cruise ship waivers a targeted-business incentive. The Borough offers a reduction in its dock fees (the incentive) in order to increase its sales tax receipts (the target).
- The intent of the incentive is to motivate cruise ship companies to include Haines as a port of call during their summer tourism schedule.
- The intended result is that while the cruise ship docks in Haines, it offloads its passengers who, in turn, spend money in Haines and, thereby, generate an increase in sales tax.

4. Rate of Return:

- Rate of Return (RofR) is the profit on an investment. In this case, the investment is the amount of dock fees the Borough is willing to sacrifice to achieve an increase in its sales tax receipts. This report uses the following formula to calculate the rate of return for cruise ship waivers:

$$\text{RofR} = \text{Net Increase (Decrease) in Sales Tax} / \text{Net Increase (Decrease) in Waivers}$$

5. Definition and Use of the Net Increase in Sales Tax

- Net Increase in Sales Tax refers to the difference of the total increase in the sales tax generated by cruise ships less the amount of the waiver.

$$\text{Net Sales Tax} = \text{sum (Total Sales Tax from Cruise Ships – Waivers)}$$

- The “Waiver” amount deducted from the “Total Sales Tax from Cruise Ships” will be returned to the Port Chilkoot Dock Fund.
- It replaces the dock fees that would normally get deposited without the waivers.*

6. Baseline Year:

- FY2014 was used as the baseline year for the analysis. Changes in sales tax were compared to FY2014 sales tax receipts.
- Current Year refers to the Year 2015 Cruise Ship Schedule.

5. Multiplier Effect:

- The Borough recognizes the increase in visitor spending has more effects than just an increase in sales tax revenues.
- The Borough will use the State of Washington’s Input-Out Model to calculate the multiplier effect of increased spending from cruise ship passenger.
 - Link: <http://www.ofm.wa.gov/economy/io/>
- The report will treat the sales generated by cruise ship passengers as an output for NAICS codes 71 and 721: Arts, Recreation and Accommodation.
- The employment multiplier will assume 30% of sales provides labor income (source: WA Input-Output Model) and the average wage per job in Haines is approximately \$39,000 (source: BEA: CA31 Wage and Salary Summary)
- Based on the Washington Input-Output Model, every \$1 million spent in Arts, Recreation and Accommodation generates an additional \$2.5 million in total income and 21.5 jobs.

* How to replace the dock fees has not yet been determined. One option, which is the default option, is to deduct the reimbursement from the 1% of the sales tax dedicated to economic development. Another option, not yet analyzed, is to treat it as a credit to total sales tax receipts. If the waiver is approved, and if the Borough wants to consider something besides the default option; then this topic will be the subject of another staff analysis and report. A key part of the analysis is to determine if the projected waiver will generate an increase in sales tax greater than the waiver. Consequently, for the sake of this analysis, the waiver will be treated as a credit to sales tax.

- Following table represents the top 20 industries with the greatest impact.

#	NAISC. Industrial Group	Output (Mils. \$2013)	Employment (# / million)	Labor Income (Mils. \$2013)
1	49. Arts, Recreation, and Accommodation	1.0810	12.1977	0.3548
2	10. Other Construction	0.1525	0.5528	0.0357
3	31 Other Retail	0.1236	1.3147	0.0501
4	40. Credit Intermediation and Related Activities	0.1224	0.2205	0.0221
5	52. Waste Management/Other, and Agriculture Services	0.1192	0.9287	0.0387
6	46. Ambulatory Health Care Services	0.0848	0.6091	0.0438
7	50. Food Services and Drinking Places	0.0826	1.0884	0.0250
8	41. Other Finance and Insurance	0.0790	0.3761	0.0249
9	16. Petroleum and Coal Products Manufacturing	0.0754	0.0046	0.0009
10	29. Wholesale	0.0682	0.2989	0.0238
11	47. Hospitals	0.0635	0.3123	0.0237
12	42. Real Estate and Rental and Leasing	0.0613	0.5966	0.0122
13	38. Telecommunications	0.0599	0.1072	0.0099
14	43. Legal /Accounting and Bookkeeping /Management Services	0.0498	0.4824	0.0397
15	6. Electric Utilities	0.0451	0.0646	0.0145
16	48. Nursing and Residential Care Facilities, Social Assistance	0.0409	0.6079	0.0186
17	51. Administrative/Employment Support Services	0.0382	0.7112	0.0270
18	11. Food, Beverage and Tobacco Manufacturing	0.0320	0.0486	0.0027
19	39. Other Information	0.0230	0.1100	0.0102
20	35. Other Transportation/Postal Offices	0.0228	0.1230	0.0092
	All Other Industrial Groups	0.1633	0.7562	0.0449
	Total Multiplier Effect	2.5887	21.51	0.83

EVALUATION CRITERIA:

Options will be analyzed relative to how strongly they answer the following questions. The questions will have a weighted answer that will range from “0” to “5”. A response of “0” will indicate no impact or negative impact. A response of “5” will indicate a high and clearly obvious impact. Scores from “2” to “4” will vary. Staff started their analysis with the assumption that each option deserves the highest score. The “Comments” explains why the evaluator deducted points from the highest score. Each option will have a combined total score that will be used to compare options.

1. Does the targeted incentive make a strong enough statement to indicate that Haines Borough is serious about its tourism industry?
 - “Strong Statement” is a subjective term measured in three ways: (1) the opinion of TAB members regarding how they think the cruise ship companies will react; (2) past evidence regarding the cruise ship companies’ reaction to past incentives; and (3) the connection between the incentive and the target.
2. Will the targeted incentive be noticed by the cruise ship companies?
 - “Noticeable” will use the same criteria as “Strong Statement” plus the following:
 - o Simple and easy to understand.
 - o Consistency across the market
 - o Long Term Impacts
3. Is there a direct connection between the incentive (i.e. reduction in dock fees) and its target (i.e., an increase in sales tax receipts)?
 - Measured by the affect upon larger cruise ships and rate of return.
 - A rate of return of 1.5 or higher is the preferred, minimum. Rates of return at or higher than 1.5 will be considered to have a higher connection.
4. Will the targeted incentive result in a net increase in sales tax?
 - Net increase in sales tax must be greater than the cost of the waiver.
 - Rate of return has to be greater than 1.00 – otherwise it has no impact.
5. Will the benefits be noticeable and measureable?
 - Measured by the rate of return.
 - The higher the rate of return, the more noticeable and measureable the benefits.

6. How does one option compare to another?

- Compare the scores of each option and then list by rank.

ANALYTICAL MODEL:

- The Analytical Model uses the Year 2015 Haines Cruise Ship Schedule.
- The “What If” analysis compares four scenarios to the existing or “Current Year: 2015 Schedule” scenario, which includes the two, existing Backroads waivers.
- The four scenarios measure the impact of new cruise ships. The four scenarios are:
 - Two new cruise ships that stop at Haines twice a year.
 - Three new cruise ships that stop at Haines twice a year.
 - Three new cruise ships that stop at Haines three times a year.
 - Four new cruise ships that stop at Haines four times a year.
- Exhibit #1 represents the base data used in the analysis.

STAFF ANALYSIS**Option 4: 50% Waiver For All Ships****a) Description:**

- Borough simply waives 50% of the dockage fees for all ships.
- Each new ship will get only 50% of its dockage fees waives.
- Each subsequent year that they return, they get the same 50% waiver.

b) Model: See Exhibit #4**c) Analysis: (Combined Scores and Generally Shared Comments)**

Criteria	Answer (0 – 10)	Comments
1. Strong Statement		Perhaps a stronger statement to smaller ships than large ships.
2. Noticeable		It is a bold, simple statement. Very easy to use and implement.
3. Direct Connection		Provides less of a waiver to large ships (900 ft+) than the existing Backroads waiver. Will not likely attract new large ships.
4. Net Increase in Sales Tax		Not a significant difference in net sales tax with this option compared to Option 5.
5. Positive Rate of Return		Does not have a good rate of return until the 3 ship/2 calls scenario.
Total (max = 50)		

Option 5: 3 YEAR GRADUATED WAIVER THAT INCREASES FROM 30% TO 60%**a) Description:**

- All ships get a 30% waiver the first time that they return to Haines.
- Each subsequent year that they return, they get an additional 15% waiver until the total waiver reaches 60%.
- Each new ship gets all of its dock fees waived during the first year it visits Haines.
 - Note: The waived fees may be returned to the cruise ship line on the second year that they return to Haines. Otherwise they get just a 30% waiver.

b) Model: See Exhibit #5**c) Analysis:** (Combined Scores and Generally Shared Comments)

Criteria	Answer (0 – 10)	Comments
1. <i>Strong Statement</i>	8	<i>Strong statement across the board – to all size ships</i>
2. <i>Noticeable</i>	6	<i>Graduated incentives get more complicated than a simple, one-size fits all incentive. Good curb appeal to smaller ships.</i>
3. <i>Direct Connection</i>	8	<i>Starts generating a positive return on sales tax with just 2 ships / 2 calls – deducted two points due to diminishing returns</i>
4. <i>Net Increase in Sales Tax</i>	8	<i>Has the second highest net increase in sales tax. Less one point for diminishing returns.</i>
5. <i>Positive Rate of Return</i>	7	<i>Diminishes over time</i>
<i>Total (max = 50)</i>	37	

d) Unique or Particular Staff Notes and Comments:

- Since the waiver increases each year, it has a diminishing rate of return.
- This program should be looked at over the entire three years.
- Good impact on large cruise ships, which would be good for business. Rate of return at least breaks even with 2 ship/2 calls scenario. Good overall return.

Option 5: TIF-LIKE PROGRAM TO FUND BOAT HARBOR INFRASTRUCTURE IMPROVEMENTS**a) Description:**

- All ships get a 30% waiver the first time that they return to Haines.
- Each subsequent year that they return, they get an additional 15% waiver until the total waiver reaches 60%.
- Each new ship gets all of its dock fees waived during the first year it visits Haines.
 - Note: The waived fees may be returned to the cruise ship line on the second year that they return to Haines. Otherwise they get just a 30% waiver.
- The entire amount of the net increase will be used to finance capital improvements at the Boat Harbor. {The net increase is the "Balance" column listed in the option worksheets.}
- Baseline data will be the "Current Year / 2015 Schedule" scenario. Any additional sales tax above this amount (\$208,684) would be considered as the "Incremental Sales Tax Increase".
- Finance Assumptions: 3.5% loan over 20 years.
- The "variable" will be the present value or loan amount that the net increase can finance.

b) Model: See Exhibit #5**c) Analysis: (Combined Scores and Generally Shared Comments)**

Criteria	Answer (0 – 10)	Comments
1. <i>Strong Statement</i>	9	<i>Strong statement to both ships and local boats – good community statement</i>
2. <i>Noticeable</i>	7	<i>Beneficial to both ships and fisherman, but more confusing than previous option and will require more complicated financial administration.</i>
3. <i>Direct Connection</i>	8	<i>Twofold benefit less two points for diminishing returns</i>
4. <i>Net Increase in Sales Tax</i>	7	<i>Sales tax increase will be dedicated to one cause – deducted an additional point</i>
5. <i>Positive Rate of Return</i>	7	<i>Same as graduated waiver</i>
<i>Total (max = 50)</i>	38	

d) Unique or Particular Staff Notes and Comments:

- This option would probably not be feasible until Haines starts receiving three additional ships per year.
- This option may also work with the 50% Waiver option.
- The 4 ships / 4 calls scenario would generate enough to fund the drive down dock.
- Needs to maintain the same number of ships from one year to the next.

MULTIPLIER EFFECT

The multiplier effect for the 50% Waiver Option and the Graduated Waiver Option are basically the same.

NAISC. Industrial Group	50% Waiver				Graduated Waiver			
	3 ships x 2 calls		4 ships x 4 calls		3 ships x 2 calls		4 ships x 4 calls	
	Output	Employment	Output	Employment	Output	Employment		
Increase in Sales Tax (per year)	214,490	2.62	295,940	3.61	217,221	2.65	294,036	3.59
49. Arts, Recreation, and Accommodation	231,863	2.83	319,911	3.90	234,816	2.86	317,853	3.88
10. Other Construction	32,710	0.02	45,131	0.02	33,126	0.02	44,840	0.02
31 Other Retail	26,511	0.03	36,578	0.05	26,849	0.04	36,343	0.05
40. Credit Intermediation and Related Activities	26,254	0.01	36,223	0.01	26,588	0.01	35,990	0.01
52. Waste Management/Other, and Agriculture Services	25,567	0.02	35,276	0.03	25,893	0.02	35,049	0.03
46. Ambulatory Health Care Services	18,189	0.01	25,096	0.02	18,420	0.01	24,934	0.02
50. Food Services and Drinking Places	17,717	0.02	24,445	0.03	17,942	0.02	24,287	0.03
41. Other Finance and Insurance	16,945	0.01	23,379	0.01	17,160	0.01	23,229	0.01
16. Petroleum and Coal Products Manufacturing	16,173	0.00	22,314	0.00	16,378	0.00	22,170	0.00
29. Wholesale	14,628	0.00	20,183	0.01	14,814	0.00	20,053	0.01
47. Hospitals	13,620	0.00	18,792	0.01	13,794	0.00	18,671	0.01
42. Real Estate and Rental and Leasing	13,148	0.01	18,141	0.01	13,316	0.01	18,024	0.01
38. Telecommunications	12,848	0.00	17,727	0.00	13,012	0.00	17,613	0.00
43. Legal /Accounting and Bookkeeping /Management Se	10,682	0.01	14,738	0.01	10,818	0.01	14,643	0.01
6. Electric Utilities	9,673	0.00	13,347	0.00	9,797	0.00	13,261	0.00
48. Nursing and Residential Care Facilities, Social Assis	8,773	0.01	12,104	0.01	8,884	0.01	12,026	0.01
51. Administrative/Employment Support Services	8,194	0.01	11,305	0.01	8,298	0.01	11,232	0.01
11. Food, Beverage and Tobacco Manufacturing	6,864	0.00	9,470	0.00	6,951	0.00	9,409	0.00
39. Other Information	4,933	0.00	6,807	0.00	4,996	0.00	6,763	0.00
35. Other Transportation/Postal Offices	4,890	0.00	6,747	0.00	4,953	0.00	6,704	0.00
All Other Industrial Groups	35,026	0.03	48,327	0.04	35,472	0.03	48,016	0.04
Total Multiplier Effect	555,206	3.01	766,040	4.15	562,276	3.05	761,112	4.13

Exhibit #1

BASE DATA USE IN ANALYSIS OF EACH OPTION

2)

Ship	Company	Length	Pass	# Calls	Total Visits	Sales Tax (\$4.86/ea)	Fee/Foot Yr2016	Fee/Visit	Total Fees
Infinity	Celebrity Cruises	965	2170	2	4,340	21,092	\$3.50	\$3,378	6,755
Crown Princess	Princess Cruises	951	2080	2	4,160	20,218	\$3.50	\$3,329	6,657
Osterday	Holland America Line	950	1848	9	16,632	80,832	\$3.50	\$3,325	29,925
Zaandam	Holland America Line	781	1440	9	12,960	62,986	\$3.50	\$2,734	24,602
Regatta	Oceania Cruises	594	684	2	1,368	6,648	\$3.13	\$1,859	3,718
L'Austral	Compagnie du Ponant	466	264	6	1,584	7,698	\$2.63	\$1,226	7,353
American Spirit	America Cruise Lines	205	100	6	600	2,916	\$1.94	\$398	2,386
Safari Legacy	Un-Cruise Adventures	192	88	10	880	4,277	\$1.69	\$324	3,245
Baranof Dream	Alaska Dream Cruises	144	49	3	147	714	\$1.50	\$216	648
Admiralty Dream	Alaska Dream Cruises	143	36	1	36	175	\$1.50	\$215	215
Alaska Dream	Alaska Dream Cruises	104	58	4	232	1,128	\$1.50	\$156	624
New Ship #1		900	2000	4	8,000	38,880	\$3.50	\$3,150	12,600
New Ship #2		900	2000	4	8,000	38,880	\$3.50	\$3,150	12,600
New Ship #3		900	2000	4	8,000	38,880	\$3.50	\$3,150	12,600
New Ship #4		900	2000	4	8,000	38,880	\$3.50	\$3,150	12,600
3) ALL SHIPS			16817	70	74,939	364,204			136,528

Exhibit #2

50% Waiver – All Ships

Ship	CURRENT YEAR (FY 2015)				Option 4: 50% Waiver: All Shipst			
	Sales Tax	Less Waiver	Balance	Rate of Return	Sales Tax	Less Waiver	Balance	Rate of Return
Infinity	21,092	(6,755)	14,337	2.12	21,092	(3,378)	17,715	5.24
Crown Princess	20,218	(6,657)	13,561	2.04	20,218	(3,329)	16,889	5.07
Osterday	80,832		80,832		80,832	(14,963)	65,869	4.40
Zaandam	62,986		62,986		62,986	(12,301)	50,685	4.12
Regatta	6,648		6,648		6,648	(1,859)	4,789	2.58
L'Austral	7,698		7,698		7,698	(3,677)	4,022	1.09
American Spirit	2,916		2,916		2,916	(1,193)	1,723	1.44
Safari Legacy	4,277		4,277		4,277	(1,622)	2,654	1.64
Baranof Dream	714		714		714	(324)	390	1.21
Admiralty Dream	175		175		175	(107)	68	0.63
Alaska Dream	1,128		1,128		1,128	(312)	816	2.61
New Ship #1	n.a.	n.a.	n.a.	n.a.	38,880	(6,300)	32,580	5.17
New Ship #2	n.a.	n.a.	n.a.	n.a.	38,880	(6,300)	32,580	5.17
New Ship #3	n.a.	n.a.	n.a.	n.a.	38,880	(6,300)	32,580	5.17
New Ship #4	n.a.	n.a.	n.a.	n.a.	38,880	(6,300)	32,580	5.17
ALL SHIPS	208,684	(13,412)	195,272	n.a.	364,204	(68,264)	295,940	n.a.
Current Year: 2015 Schedule					208,684	(13,412)	195,272	n.a.
2 New Ships x 2 calls per season			2 New Ships x 2 calls/season		247,564	(49,364)	198,200	n.a.
			Difference: Option - Current Yr		38,880	(35,952)	2,928	1.08
3 New Ships x 2 calls per season			3 New Ships x 2 calls/season		267,004	(52,514)	214,490	n.a.
			Difference: Option - Current Yr		58,320	(39,102)	19,218	1.49
3 New Ships x 3 calls per season			3 New Ships x 3 calls/season		296,164	(57,239)	238,925	n.a.
			Difference: Option - Current Yr		87,480	(43,827)	43,653	2.00
4 New Ships x 4 calls per season			4 New Ships x 4 calls/season		364,204	(68,264)	295,940	n.a.
			Difference: Option - Current Yr		155,520	(54,852)	100,668	2.84

Exhibit #3

3 YEAR GRADUATED WAIVER

Ship	Option 3: Graduated Waiver: 20% to 60% Over 3 Yrs													
	Yr 1 Sales Tax	Yr 1 20% Waiver	Yr 1 Balance	Yr 1 Rate of Return	Yr 2 40% Waiver	Yr 2 Balance	Yr 2 Rate of Return	Yr 3 60% Waiver	Yr 3 Balance	Yr 3 Rate of Return	All Yrs All Sales Tax	All Yrs All Waivers	All Yrs Balance	All Yrs Rate of Return
Infinity	21,092	(1,351)	19,741	14.61	(3,088)	18,004	5.83	(5,211)	15,881	3.05	63,277	(9,650)	53,627	5.56
Crown Princess	20,218	(1,331)	18,886	14.19	(3,043)	17,174	5.64	(5,135)	15,082	2.94	60,653	(9,510)	51,143	5.38
Osterday	80,832	(5,985)	74,847	12.51	(13,680)	67,152	4.91	(23,085)	57,747	2.50	242,495	(42,750)	199,745	4.67
Zaandam	62,986	(4,920)	58,065	11.80	(11,246)	51,739	4.60	(18,978)	44,007	2.32	188,957	(35,145)	153,812	4.38
Regatta	6,648	(744)	5,905	7.94	(1,725)	4,924	2.85	(2,944)	3,705	1.26	19,945	(5,413)	14,533	2.69
L'Austral	7,698	(1,471)	6,228	4.23	(3,501)	4,198	1.20	(6,090)	1,609	0.26	23,095	(11,061)	12,034	1.09
American Spirit	2,916	(477)	2,439	5.11	(1,200)	1,716	1.43	(2,170)	746	0.34	8,748	(3,847)	4,901	1.27
Safari Legacy	4,277	(649)	3,628	5.59	(1,682)	2,595	1.54	(3,099)	1,178	0.38	12,830	(5,430)	7,401	1.36
Baranof Dream	714	(130)	585	4.51	(346)	369	1.07	(648)	66	0.10	2,143	(1,123)	1,020	0.91
Admiralty Dream	175	(43)	132	3.08	(114)	61	0.53	(215)	(40)	-	525	(372)	153	0.41
Alaska Dream	1,128	(125)	1,003	8.03	(333)	795	2.39	(624)	504	0.81	3,383	(1,082)	2,301	2.13
New Ship #1	38,880	(2,520)	36,360	14.43	(5,760)	33,120	5.75	(9,720)	29,160	3.00	116,640	(18,000)	98,640	5.48
New Ship #2	38,880	(2,520)	36,360	14.43	(5,760)	33,120	5.75	(9,720)	29,160	3.00	116,640	(18,000)	98,640	5.48
New Ship #3	38,880	(2,520)	36,360	14.43	(5,760)	33,120	5.75	(9,720)	29,160	3.00	116,640	(18,000)	98,640	5.48
New Ship #4	38,880	(2,520)	36,360	14.43	(5,760)	33,120	5.75	(9,720)	29,160	3.00	116,640	(18,000)	98,640	5.48
ALL SHIPS	364,204	(27,306)	336,898	n.a.	(62,998)	301,205	n.a.	(107,078)	257,125	n.a.	1,092,611	(197,382)	895,228	n.a.
Current Year: 2015 Sc	208,684	(13,412)	195,272	n.a.	(13,412)	195,272	n.a.	(13,412)	195,272	n.a.	626,051	(40,236)	585,815	n.a.
2 New Ships x 2 calls	247,564	(19,746)	227,818	n.a.	(45,718)	201,845	n.a.	(77,918)	169,645	n.a.	742,691	(143,382)	599,308	n.a.
	38,880	(6,334)	32,546	6.14	(32,306)	6,574	1.20	(64,506)	(25,626)	0.60	116,640	(103,146)	13,494	1.13
3 New Ships x 2 calls	267,004	(21,006)	245,998	n.a.	(48,598)	218,405	n.a.	(82,778)	184,225	n.a.	801,011	(152,382)	648,628	n.a.
	58,320	(7,594)	50,726	7.68	(35,186)	23,134	1.66	(69,366)	(11,046)	0.84	174,960	(112,146)	62,814	1.56
3 New Ships x 3 calls	296,164	(22,896)	273,268	n.a.	(52,918)	243,245	n.a.	(90,068)	206,095	n.a.	888,491	(165,882)	722,608	n.a.
	87,480	(9,484)	77,996	9.22	(39,506)	47,974	2.21	(76,656)	10,824	1.14	262,440	(125,646)	136,794	2.09
4 New Ships x 4 calls	364,204	(27,306)	336,898	n.a.	(62,998)	301,205	n.a.	(107,078)	257,125	n.a.	1,092,611	(197,382)	895,228	n.a.
	155,520	(13,894)	141,626	11.19	(49,586)	105,934	3.14	(93,666)	61,854	1.66	466,560	(157,146)	309,414	2.97

Exhibit #4**TIF-LIKE OPTION TO FUND CAPITAL IMPROVEMENTS AT THE BOAT HARBOR**

	Option 4 50% Waiver	Option 5 Graduated
<u>2 New Ships x 2 calls/season</u>		
Computation of Loan Payment Amount		
Cruise Ship Sales Tax	247,564	742,691
Less Waiver Amount	(49,364)	(143,383)
Less Current Year (Yr 2015) C.S. Sales Tax	(208,684)	(626,052)
Amount Available to Repay Loan	(10,484)	(26,744)
Estimated Loan Amount	0	0
<u>3 New Ships x 2 calls/season</u>		
Computation of Loan Payment Amount		
Cruise Ship Sales Tax	267,004	801,001
Less Waiver Amount	(52,514)	(152,382)
Less Current Year (Yr 2015) C.S. Sales Tax	(208,684)	(626,052)
Amount Available to Repay Loan	5,806	22,567
Estimated Loan Amount	82,511	320,731
<u>3 New Ships x 3 calls/season</u>		
Cruise Ship Sales Tax	296,164	888,491
Less Waiver Amount	(57,239)	(165,882)
Less Current Year (Yr 2015) C.S. Sales Tax	(208,684)	(626,052)
Amount Available to Repay Loan	30,241	96,557
Estimated Loan Amount	429,791	1,372,307
<u>4 New Ships x 4 calls/season</u>		
Cruise Ship Sales Tax	364,204	1,092,611
Less Waiver Amount	(68,264)	(197,382)
Less Current Year (Yr 2015) C.S. Sales Tax	(208,684)	(626,052)
Amount Available to Repay Loan	87,256	269,177
Estimated Loan Amount	1,240,111	3,825,652

Rejected Options

Option #1: Continue the Existing Backroad Cruise Ship Waiver Program

a) Description:

- Borough continues to offer a one-time waiver of dock fees for the first cruise ship that adds Haines to its itinerary.
- As currently drafted, the Backroads Program does not reimburse the Port Chilkoot Dock Fund. It does not expire nor differentiate between large or small boats.
- If this option is selected, the above issues should be addressed.
- Other options described in this report could be an addition to the existing and revised Backroads Program.

b) Model: See Exhibit #2

c) Analysis: (Combined Scores and Generally Shared Comments)

Criteria	Answer (0 – 15)	Comments
1. <i>Strong Statement</i>	2	<i>Existing program “not a sell”. It was produced several years ago and today’s market has changed.</i>
2. <i>Noticeable</i>	2	<i>The weakness of this option is that it took three years before it was ever used. The amount of the waiver is small, particularly over the long term. Lack of use probably indicates that the cruise ship companies do not consider it significant.</i>
3. <i>Direct Connection</i>	2	<i>It does not target any specific type of cruise ship.</i>
4. <i>Net Increase in Sales Tax</i>	6	<i>One time occurrence does not give incentive to continue more dockings in future</i>
5. <i>Positive Rate of Return</i>	10	<i>This option has the greatest rate of return.</i>
<i>Total (max = 45)</i>	22	

d) Unique or Particular Staff Notes and Comments:

- The odds of increasing one or two ships per year are probably unlikely.
- *The lack of interest in the waiver after it was adopted in 2011 indicates it is seldom used.*
- *The existing program is defunct. It no longer exists*

Option 2: 3 YEAR WAIVER FOR ALL SHIPS OVER 900 FT**a) Description:**

- Borough either replaces or adds to the existing Backroads first-time waiver a new or additional three-year waiver for all cruise ships equal to or over 900 feet.
- At the end of three years, the waiver expires unless the Assembly decides to continue it.

b) Model: See Exhibit #3**c) Analysis: (Combined Scores and Generally Shared Comments)**

Criteria	Answer (0 – 15)	Comments
1. <i>Strong Statement</i>	6	<i>Deduct points as it is too specific to one tier of vessels. Most of these vessels will not be taken off their current valued ports</i>
2. <i>Noticeable</i>	8	<i>It is a bold, simple statement but unlikely to be used</i>
3. <i>Direct Connection</i>	7	<i>Direct impact but unlikely to be used</i>
4. <i>Net Increase in Sales Tax</i>	5	<i>Doubtful we will achieve 3 ships to reach goals</i>
5. <i>Positive Rate of Return</i>	2	<i>Does not have a good rate of return until the 3 ship/3 call scenario.</i>
<i>Total (max = 45)</i>	28	

d) Unique or Particular Staff Notes and Comments:

- The 2 Ship / 2 Call scenarios barely breaks even.
- Adding one more ship or one more port of call does not make much of a difference.
- The rate of return does not reach 1.50 until 3 ships / 3 calls.
- *Easy to understand, use, etc. I think it would be very noticeable. Dropped it a point due to no past experience.*
- *Good impact on large cruise ships, which would be good for business, but bad rate of return. The impact on sales tax is reduced due to the cost to achieve that impact.*
- The rate of return does not reach 1.50 until 3 ships / 3 calls – which make this option a long-shot.
- *Deduct points as it is too specific to one tier of vessels. Most of these vessels will not be taken off their current valued ports*

Option 3: 3 YEAR WAIVER FOR ALL SHIPS OVER 700 FT

a) Description:

- Borough either replaces or adds to the existing Backroads first-time waiver a new or additional three-year waiver for all cruise ships equal to or over 700 feet.
- At the end of three years, the waiver expires unless the Assembly decides to continue it.

b) Model: See Exhibit #4

c) Analysis: (Combined Scores and Generally Shared Comments)

Criteria	Answer (0 – 15)	Comments
<i>1. Strong Statement</i>	<i>8</i>	<i>Very strong statement to attract larger ships but acknowledging we are a Tier 2 port.</i>
<i>2. Noticeable</i>	<i>9</i>	<i>Strong statement with clear intent</i>
<i>3. Direct Connection</i>	<i>5</i>	<i>Good impact on large cruise ships, which would be good for business, but horrible rate of return. I gave it a lower score than the 900+ ft option due to its low RoFR.</i>
<i>4. Net Increase in Sales Tax</i>	<i>0</i>	<i>Does not have an adequate rate of return.</i>
<i>5. Positive Rate of Return</i>	<i>2</i>	<i>Does not generate the preferred rate of return until the 4 ships / 4 calls options. Makes this a very long shot.</i>
<i>Total (max = 45)</i>	<i>24</i>	

d) Unique or Particular Staff Notes and Comments:

- This option does not break even until 3 ships / 3 calls and then just barely.
- It nearly wipes out all of the existing dock fees.
- Too risky.

OPTION #1: CONTINUATION OF THE EXISTING BACKROAD PROGRAM

Ship	CURRENT YEAR (FY 2015)				Option 1: Continue Backroad			
	Sales Tax	Less Waiver	Balance	Rate of Return	Sales Tax	Less Waiver	Balance	Rate of Return
Infinity	21,092	(6,755)	14,337	2.12	21,092		21,092	
Crown Princess	20,218	(6,657)	13,561	2.04	20,218		20,218	
Osterday	80,832		80,832		80,832		80,832	
Zaandam	62,986		62,986		62,986		62,986	
Regatta	6,648		6,648		6,648		6,648	
L'Austral	7,698		7,698		7,698		7,698	
American Spirit	2,916		2,916		2,916		2,916	
Safari Legacy	4,277		4,277		4,277		4,277	
Baranof Dream	714		714		714		714	
Admiralty Dream	175		175		175		175	
Alaska Dream	1,128		1,128		1,128		1,128	
New Ship #1	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #2	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	
New Ship #3	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #4	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	
ALL SHIPS	208,684	(13,412)	195,272	n.a.	364,204	(50,400)	313,804	n.a.
Current Year: 2015 Schedule			Current Year: 2015 Schedule		208,684	(13,412)	195,272	n.a.
2 New Ships x 2 calls per season			2 New Ships x 2 calls/season		247,564	(12,600)	234,964	n.a.
			Difference: Option - Current Yr		38,880	812	230,532	3.09
3 New Ships x 2 calls per season			3 New Ships x 2 calls/season		267,004	(18,900)	248,104	n.a.
			Difference: Option - Current Yr		58,320	(5,488)	52,832	3.09
3 New Ships x 3 calls per season			3 New Ships x 3 calls/season		296,164	(28,350)	267,814	n.a.
			Difference: Option - Current Yr		87,480	(14,938)	72,542	3.09
4 New Ships x 4 calls per season			4 New Ships x 4 calls/season		364,204	(50,400)	313,804	n.a.
			Difference: Option - Current Yr		155,520	(36,988)	118,532	3.09

OPTION #2: 3 YEAR WAIVER FOR ALL SHIPS OVER 900 FEET

Ship	CURRENT YEAR (FY 2015)				Option 2: 3 yr waiver 900+ ft			
	Sales Tax	Less Waiver	Balance	Rate of Return	Sales Tax	Less Waiver	Balance	Rate of Return
Infinity	21,092	(6,755)	14,337	2.12	21,092	(6,755)	14,337	2.12
Crown Princess	20,218	(6,657)	13,561	2.04	20,218	(6,657)	13,561	2.04
Osterday	80,832		80,832		80,832	(29,925)	50,907	1.70
Zaandam	62,986		62,986		62,986	-	62,986	
Regatta	6,648		6,648		6,648	-	6,648	
L'Austral	7,698		7,698		7,698	-	7,698	
American Spirit	2,916		2,916		2,916	-	2,916	
Safari Legacy	4,277		4,277		4,277	-	4,277	
Baranof Dream	714		714		714	-	714	
Admiralty Dream	175		175		175	-	175	
Alaska Dream	1,128		1,128		1,128	-	1,128	
New Ship #1	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #2	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #3	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #4	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
ALL SHIPS	208,684	(13,412)	195,272	n.a.	364,204	(93,737)	270,467	n.a.
Current Year: 2015 Schedule					208,684	(13,412)	195,272	n.a.
2 New Ships x 2 calls per season			2 New Ships x 2 calls/season		247,564	(55,937)	191,627	n.a.
			Difference: Option - Current Yr		38,880	(42,525)	(3,645)	0.91
3 New Ships x 2 calls per season			3 New Ships x 2 calls/season		267,004	(62,237)	204,767	n.a.
			Difference: Option - Current Yr		58,320	(48,825)	9,495	1.19
3 New Ships x 3 calls per season			3 New Ships x 3 calls/season		296,164	(71,687)	224,477	n.a.
			Difference: Option - Current Yr		87,480	(58,275)	29,205	1.50
4 New Ships x 4 calls per season			4 New Ships x 4 calls/season		364,204	(93,737)	270,467	n.a.
			Difference: Option - Current Yr		155,520	(80,325)	75,195	1.94

OPTION #3: 3 YEAR WAIVER FOR ALL SHIPS OVER 700 FEET

Ship	CURRENT YEAR (FY 2015)				Option 3: 3 yr waiver 700+ ft			
	Sales Tax	Less Waiver	Balance	Rate of Return	Sales Tax	Less Waiver	Balance	Rate of Return
Infinity	21,092	(6,755)	14,337	2.12	21,092	(6,755)	14,337	2.12
Crown Princess	20,218	(6,657)	13,561	2.04	20,218	(6,657)	13,561	2.04
Osterday	80,832		80,832		80,832	(29,925)	50,907	1.70
Zaandam	62,986		62,986		62,986	(24,602)	38,384	1.56
Regatta	6,648		6,648		6,648	-	6,648	
L'Austral	7,698		7,698		7,698	-	7,698	
American Spirit	2,916		2,916		2,916	-	2,916	
Safari Legacy	4,277		4,277		4,277	-	4,277	
Baranof Dream	714		714		714	-	714	
Admiralty Dream	175		175		175	-	175	
Alaska Dream	1,128		1,128		1,128	-	1,128	
New Ship #1	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #2	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	
New Ship #3	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	2.09
New Ship #4	n.a.	n.a.	n.a.	n.a.	38,880	(12,600)	26,280	
ALL SHIPS	208,684	(13,412)	195,272	n.a.	364,204	(118,339)	245,865	n.a.
Current Year: 2015 Schedule					208,684	(13,412)	195,272	n.a.
2 New Ships x 2 calls per season			2 New Ships x 2 calls/season		247,564	(80,539)	167,025	n.a.
			Difference: Option - Current Yr		38,880	(67,127)	(28,247)	0.58
3 New Ships x 2 calls per season			3 New Ships x 2 calls/season		267,004	(86,839)	180,165	n.a.
			Difference: Option - Current Yr		58,320	(73,427)	(15,107)	0.79
3 New Ships x 3 calls per season			3 New Ships x 3 calls/season		296,164	(96,289)	199,875	n.a.
			Difference: Option - Current Yr		87,480	(82,877)	4,604	1.06
4 New Ships x 4 calls per season			4 New Ships x 4 calls/season		364,204	(118,339)	245,865	n.a.
			Difference: Option - Current Yr		155,520	(104,927)	50,594	1.48

HAINES BOROUGH
RESOLUTION No. 11-05-279

Adopted

A Resolution of the Haines Borough Assembly supporting development of an "Alaska Backroads" marketing Concept.

WHEREAS, the Haines Borough is supportive of cooperative efforts based on a partnership involving second tier ports of Southeast Alaska working in unison to provide a new cruise marketing itinerary, known as "Alaska Backroads;" and

WHEREAS, due to the downward drop of cruise passengers and severe economic loss in the Southeast region, the second tier ports will work to increase visitation by offering this exclusive cruise as "Alaska Backroads" to enhance the local economies and improve visitation to the communities; and

WHEREAS, this new marketing itinerary will be presented by a delegation to cruise lines representatives to market this itinerary to their repeat passengers to return to Alaska with a new cruise itinerary option and for new passengers looking to visit less crowded ports; and

WHEREAS, the "Alaska Backroads" will utilize an itinerary to call on each port without any other large ship schedule conflicts; and

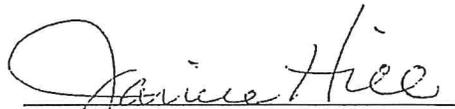
WHEREAS, Haines is uniquely positioned to participate in this weekly cruise itinerary to showcase Haines' well-known attractions, history, tours, activities, natural qualities, services and products to passengers and crew; and

WHEREAS, the "Alaska Backroads" itinerary will make a strong statement of continuing to further a successful relationship with a cruise line and enhance Haines' community for visitors and residents,

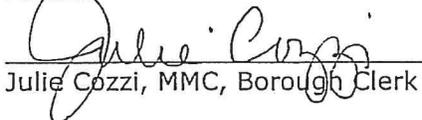
NOW, THEREFORE, BE IT RESOLVED, that the Haines Borough Assembly officially designates its support of the "Alaska Backroads" marketing concept to a cruise line and will waive the dockage fee for the first year for the first cruise ship that accepts this itinerary; and

BE IT FURTHER RESOLVED, the Haines Borough encourages the unified efforts to attract a cruise line's participation to the second tiered ports of Southeast Alaska through the "Alaska Backroads" marketing concept.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the 24th day of May, 2011.


Janice Hill, Borough Mayor

Attest:


Julie Cozzi, MMC, Borough Clerk



Bill Mandeville

From: Jila Stuart
Sent: Monday, February 09, 2015 12:01 PM
To: Bill Mandeville; Leslie Ross; Phil Benner
Subject: FW: 2015 Cruise Ship Estimate

Follow Up Flag: Follow up
Flag Status: Flagged

Ditto ...

From: Tanya Carlson
Sent: Thursday, March 06, 2014 3:19 PM
To: Jila Stuart; Julie Cozzi
Cc: Phil Benner; Tammy Piper
Subject: 2015 Cruise Ship Estimate

Hello Again,

I found out that I missed the Regatta, who we did meet with in Miami as well. They plan on coming in 6 times next year and would also be part of the resolution that was presented. This can be left up to you as they do make one stop this year, whether our BackRoads Alaska meeting caused them to decide to come more than once is unknown but they were very receptive during our meeting.

Just so you are aware, we estimate almost 14,500 more cruise guests next summer. These numbers are based on ship capacity at double occupancy. This statistic will be presented this Saturday during the summit without sharing what lines will be visiting.

2015 Cruise Ship Information

Ship	Company	Length	Passenger Capacity	Crew Capacity	Arrival in Haines	Total Passengers	
Regatta	Oceania Cruises	594 ft	684	386	2	1,368	
Crown Princess	Princess Cruises	951 ft	3,080	1,201	2	6,160	
Infinity	Celebrity Cruises	965 ft	2,170	999	2	4,340	
Zaandam	Holland America Line	781 ft	1,440	647	9	12,960	
Oosterdam	Holland America Line	950 ft	1,848	812	9	16,632	
L'Austral	Compagnie du Ponant	466 ft	264	136	6	1,584	
Admiralty Dream	Alaska Dream Cruises	143 ft	58		1	58	
Alaska Dream	Alaska Dream Cruises	104 ft	36		4	144	
Baranof Dream	Alaska Dream Cruises	144 ft	49		3	147	
American Spirit	American Cruise Lines	205 ft	100	25	6	600	
Safari Legacy	Un-Cruise Adventures	192 ft	88	35	10	880	
Haines Convention & Visitors Bureau			Totals	9,817	4,241	54	44,873

2014 Cruise Ship Information

Ship	Company	Length	Passenger Capacity	Crew Capacity	Arrival in Haines	Total Passengers
Admiralty Dream	Alaska Dream Cruises	143 ft	58		1	58
Alaska Dream	Alaska Dream Cruises	104 ft	36		4	144
Baranof Dream	Alaska Dream Cruises	144 ft	49		3	147
American Spirit	American Cruise Lines	205 ft	100	25	6	600
Safari Legacy	Un-Cruise Adventures	192 ft	88	35	10	880
Regatta	Oceania Cruises	594 ft	684	400	1	684
Statendam	Holland America Line	719 ft	1,266	580	9	11,394
Oosterdam	Holland America Line	950 ft	1,848	812	9	16,632
Haines Convention & Visitors Bureau		Totals	3,986	1,852	42	30,481

Cheers,

Tanya

Director of Tourism
Haines Borough
PO Box 530
Haines, AK 99827
907-766-2234
www.haines.ak.us
tcarlson@haines.ak.us



HAINES BOROUGH, ALASKA
RESOLUTION No. 14-04-555

Adopted

A Resolution of the Haines Borough Assembly supporting waived port fees for the adopted "Alaska Backroads" marketing concept for both Celebrity and Princess committed cruise ship dockings in FY 15.

WHEREAS, the Haines Borough is supportive of cooperative efforts based on a partnership involving second tier ports of Southeast Alaska working in unison to provide a new cruise marketing itinerary, known as "Alaska Backroads"; and

WHEREAS, due to the downward drop of cruise passengers and severe economic loss in the Southeast region, the second tier ports will work to increase visitation by offering this exclusive cruise as "Alaska Backroads" to enhance the local economies and improve visitation to the communities; and

WHEREAS, this new marketing itinerary was presented by a delegation to cruise lines representative to market this itinerary to their repeat passengers to return to Alaska with a new cruise itinerary option and for new passengers looking to visit less crowded ports; and

WHEREAS, two cruise lines, Celebrity (Royal Caribbean Cruises, Ltd.) and Princess (Princess Cruise Lines, Ltd.), were "the first to sign" on to "Alaska Backroads" marketing concept; and

WHEREAS, therefore, both companies are eligible for waived port fees due to the Port Chilkoot Dock fund with this adopted Resolution #11-05-279 adopted on May 24th, 2011; and

WHEREAS, Haines is uniquely positioned to participate in this weekly cruise itinerary to showcase Haines' well-known attractions, history, tours, activities, natural qualities, services and products to passengers and crew; and

WHEREAS, the "Alaska Backroads" itinerary will make a strong statement of continuing to further a successful relationship with a cruise line and enhance Haines' community for visitors and residents; and

WHEREAS, the "Alaska Backroads" itinerary will make a strong statement of continuing to further a successful relationship with a cruise line and enhance Haines' community for visitors and residents; and

WHEREAS, Celebrity has committed to two dockings of their 965 foot ship, The Infinity, in FY 15 which will constitute an estimated \$6,755.00 in dockage fees; and

WHEREAS, Princess has committed to two dockings of their 951 foot ship, The Crown, in FY 15 which will constitute an estimated \$6,657.00 in dockage fees; and

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly will officially waive the dockage fees of \$13,412.00 for the first year for the committed dockings of both the Celebrity and Princess cruise ship lines, who have both accepted this itinerary first as a part of the "Alaska Backroads" program.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 22nd day of April, 2014.

2015 NOTEWORTHY CALENDAR OF EVENTS

This season, besides the thousands of visitors expected, we will have several events that will bring additional visitors to the community. Below is a list of events and dates when groups will be coming to town. All merchants and service providers are encouraged to have some minimal staff on board by mid-April. Also, you might consider a simple sign welcoming various groups in your window or business.

<u>DATES</u>	<u>EVENTS</u>
March 27-29	Buckwheat Ski Classic weekend
April 5	Easter Sunrise Service & Egg Hunt
April 17	International Folk Festival
April 17-19	Spring Show of Winter Artwork
April 25	Clean Sweep
April 25	Craft Brew Festival
May 5	Cruise Ship Season Begins
May 22	Chamber of Commerce Spring Stroll
May 27-30	North Words Writers Symposium
May 30	ATIA "Be a Tourist for a Day"
June-September	Farmers Markets on 2nd Saturdays at Eagles (watch for schedule)
June 6	Fran Delisle Cancer Awareness Walk
June 13	Skagway Marathon
June 20	Elks Summer Solstice Picnic
June 25-28	Pat Moore Memorial Game Fish Derby
July 3-5	International Softball Tournament
July 3	July 4th Street Dance/Fireworks (TBA)
July 4	July 4th Parade, Events, Ducky Derby
July 16	NPS Junior Ranger Day
Sept. 4-5	Klondike Trail of '98 Road Relay
Sept. 24	Final Ship Day of 2015 Season



2015 Ports of Call • Skagway, Alaska

Here's a list of the cruise ships planning to visit this year with their passenger capacities, based on double occupancy. *New ships visiting Skagway this year are in italics.*

<u>Cruise Lines</u>	<u>Ships</u>	<u>Calls</u>	<u>Capacity</u>	<u>Passengers</u>
Alaskan Dream	Admiralty Dream	3	58	174
	Alaskan Dream	5	40	200
	Baranof Dream	6	49	294
American Cruise	American Spirit	5	100	500
Carnival	<i>Carnival Legend</i>	17	2124	36,180
Celebrity	Infinity	2	2170	4,340
	Millennium	17	2038	34,646
	Solstice	20	2850	57,000
Compagnie Du	<i>L'Austral</i>	4	264	1,056
Disney	Disney Wonder	15	2700	40,500
Fantasy Cruises	Island Spirit	1	32	32
Holland America	<i>Noordam</i>	20	1924	38,480
	Oosterdam	11	1916	21,076
	Volendam	19	1432	27,208
	Zaandam	9	1440	12,888
Norwegian	Norwegian Jewel	20	2376	47,520
	Norwegian Pearl	20	2394	47,880
	Norwegian Sun	20	1936	38,720
Oceania	Regatta	5	684	3,420
Princess	Coral Princess	19	1974	37,506
	Crown Princess	18	3080	55,440
	Golden Princess	11	2600	28,600
	Grand Princess	18	2600	46,800
	Pacific Princess	15	672	10,080
	<i>Ruby Princess</i>	19	3082	58,558
Star Princess	18	2600	46,800	
Radisson	Seven Seas Navigator	14	490	6,860
Royal Caribbean	Jewel of the Seas	17	2501	42,517
	Radiance of the Seas	16	2501	40,016
Silversea	Silver Shadow	18	382	6,876
TOTALS	30	402		792,095

This supplement was published by the Skagway Convention & Visitors Bureau offering Visitor and Convention services to Skagway, Alaska since 1981

Skagway CVB gratefully acknowledges the assistance of The Skagway News Co., Cruise Line Agencies of Alaska, and Harbormaster Matt O'Boyle for their help in producing this guide.

All information contained within the ship schedule, especially dock locations and arrival/departure times, is subject to change.

Skagway CVB is not responsible for errors of omission.

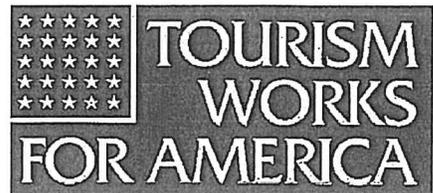


SKAGWAY CONVENTION AND VISITORS BUREAU

P.O. Box 1029, Skagway, Alaska 99840
 Ph. (907) 983-2854, Fax 983-3854
 Toll Free Message Line: 1-888-762-1898
 website: www.skagway.com
 email: skagwayinfo@gmail.com

30 Total Ships

14 COMPANIES
 14 SHIPS > 2,000 #
 20 SHIPS > 1,000 #
 20 WEEKS = 20/WEEK



DATE: April 28, 2015
FROM: Bill Mandeville & Shawn Bell
SUBJECT: Portage Cove Boat Harbor (PCBH) Cost Benefit Analysis

EXISTING LEVELS OF SERVICE:

1. Moorage Docks

- a. PCBH currently has seven docks that allow 950 linear feet (lf) of transient moorage.
- b. At least 100 lf of dock space is left open at all times; thereby leaving 850 lf of dock available for transient moorage.
- c. An approximately five foot gap exist between boats when they are tied up at the docks.
- d. The average size boat that ties up at the docks are approximately 32 feet with an occasional 50 foot boat tying up at the longer docks.
- e. The average length of stay of a transient ship is two months.
- f. Approximately 40% of the docks are not used for transient moorage during the months of November to March.

	Length	Avg Size	# Boats
Moorage Dock #1	200	50 ft	3
Moorage Dock #2	100	32 ft	3
Moorage Dock #3	250	50 ft	4
Moorage Dock #4	100	32 ft	3
Moorage Dock #5	100	32 ft	3
Moorage Dock #6	100	32 ft	3
Moorage Dock #7	100	32 ft	open
Total Boats At One Time:			19

2. Annual Slip Fees:

	Length	# Slips	# Boats
Row A	25	11	22
Row B	25	7	14
Row C - North	33	6.5	13
Row C - South	40	6.5	13
Row D - North	33	7.5	15
Row D - South	40	6.5	13
Row E	40	5	10
TOTALS		50	100

3. Electrical Service:

- a. Nearly 100% use the 30 amp service
- b. Fee for 30 amp service is \$10/day
- c. FY2014 = \$1,976 revenue
- d. Electric Days = $\$1,976 / \$10 \Rightarrow 197$ days
- e. 100 boats x 365 days = 36,500 boat days
- f. @ 200 electric days / 36,500 boat days = $\frac{1}{2}\%$ of boats use electricity

4. Grid Fees

- a. Deminisins = $92 \text{ lf} \times \$0.50 / \text{lf} = \460 per tide
- b. FY2013 = @ $\$3,000 / \$460 = 60$ uses per year

5. Ramp Fees:

- a. 210 annual stickers
- b. 150 daily stickers

6. Ice Sales

- a. Used mostly during fishing season = @ 6 months
- b. 180 tons per year
- c. @ 1 ton per day
- d. \$80 per ton

7. Miscellaneous Revenues

- a. Dependent on the number of boats that use the harbor each year
- b. Total Number of Boats

Moorage Docks	50 boats
Boat Slips	100 boats
Boat Ramp	360 boats
Total	510 boats

- c. FY 2014 = $\$19,391 / 510$ boats = \$38 / boat

8. Fuel Sales:

- a. assume retail price = \$ 4 per gallon
- b. assume wholesale price = \$3.64 per gallon
- c. FY2014 = @ 85,000 gallons
- d. 85,000 gallons / 510 boats = 167 gallons / boat
- e. rounded off to 170 gallons per boat

CHANGES IN THE LEVEL OF SERVICE

1. Phase 1: Wave Barrier & Parking/Storage Lot:

a. Revenues

- Parking /Storage Lot will provide enough space to park/store 80 boats
- Total number of boats will increase to @ 600 boats per year
- Parking / Storage fees will be \$0.20 per lot
- Estimated Parking Revenues:

Width	Length	Sq Ft	\$/Lot/Month	# Lots	Total / Yr
12	50	600	\$120	35	50,400
10	40	400	\$80	8	7,680
9	17	153	\$31	37	13,586
TOTALS				80	71,666

b. Expenditures:

- No change in personnel costs
- May need to install a fence around the parking/storage area

2. Phase 2: Install 18 new 40 lf slips plus 750 l.f. of moorage docks

a. Revenues

- 18 slips = 36 more boats
- 750 lf of moorage docks

	Existing	Phase 2	Total LF	\$/ Month	Month	Annual \$
Fishing Season	850	750	1600	8000	6	48,000
Not Fishing Season	510	450	960	4800	6	28,800
TOTALS						76,800

b. Expenditures:

- Additional Boats will require an additional 0.50 FTE

3. Phase 3: Install 200 foot drive-down dock & new boat ramp

a. Revenues

- Drive Down Dock:
 - Will allow no more than 3 days of continuous use
 - Daily Transient Moorage Fee will be used (\$0.50 / lf / day)
 - Assume 5 foot gap between boats

	Existing	Phase 2	Annual \$	Phase 3	Annual \$	Total \$
Fishing Season	850	750	48,000	180	16,200	64,200
Not Fishing Season	510	450	28,800	120	10,800	39,600
TOTALS			76,800		27,000	103,800

b. Expenditures

- Additional Boats will require an additional 0.50 FTE

		EXISTING LOS		LOS - PHASE 1		LOS - PHASE 2		LOS - PHASE 3	
BOAT HARBOR REVENUES	EXISTING LOS	ITEM	PER YR	ITEM	PER YR	ITEM	PER YR	ITEM	PER YR
<u>Transient Moorage Lightering Docks)</u>			32,100		32,100		76,800		103,800
-- Fishing Season	850 lf * \$5/ft * 6 months	25,500		no change		48000		64200	
-- Non-Fishing Season	220 lf * \$5 / ft * 6 months	6,600		no change		28,800		39,600	
<u>Annual Slip Rental</u>			80,000		80,000		108,728		108,728
-- 25 ft slips (18 slips)	24 ft boats x 36# x \$ 504/yr	18,144		no change		no change		no change	
-- 33 ft slips (14 slips)	32 ft boats x 28# x\$672/yr	18,816		no change		no change		no change	
-- 40 ft slips (18 slips)	38 ft boats x 36# x \$798/yr	28,728		no change		57,456		no change	
-- No Permanent Stalls	477 ft * \$5 / ft * 6 months	14,312		no change		no change		no change	
<u>Electrical Service</u>			2,175		3,350		4,350		4,350
-- 30 amp service daily service	180 days x \$10/day	1,800		2,600		3,600		no change	
-- annual service fee	25 boats x \$15 / yr	375		750		750		no change	
<u>Grid Fees</u>			2,880		2,880		2,880		2,880
-- average fishing boat = 32 ft * 1 per day * 180 days		2,880		no change		no change		no change	
<u>Boat Launch Ramp Fees</u>			14,850		17,679		19800		19800
-- Annual Sticker (@ 60% total boats)	210 annual stickers x \$60/yr	12,600		15,000		16500		no change	
-- Daily Sticker (@ 40% total boats)	150 daily stickers x \$15/day	2,250		2,679		3300		no change	
<u>Letnikof Moorage Fees</u>	no change		2,500		2,500		2,500		2,500
<u>Ice Sales</u>			14,400		14,400		14,400		14,400
-- @ 1 ton per day X 180 days	180 tons x \$80/Ton	14,400		no change		no change		no change	
<u>Miscelleous</u>			25,500		28,500		42,785		56,460
--Moorage Boats	50 boats x \$50 / boat	2,500		6,500		12,235		25,910	
-- Boat Slip Boats	100 boats x \$50/boat	5,000		no change		6800		no change	
-- Boat Ramp Boats	360 boats x \$50/boat	18,000		22,000		23750		no change	

BOAT HARBOR REVENUES	EXISTING LOS	EXISTING LOS		LOS - PHASE 1		LOS - PHASE 2		LOS - PHASE 3	
		ITEM	PER YR	ITEM	PER YR	ITEM	PER YR	ITEM	PER YR
Parking Fees					71,666		71,666		71,666
-- 12 ft x 50 ft lots x 35 lots	\$120 per month x 12 months			50,400		no change		no change	
-- 10 ft x 40 ft lots x 8 lots	\$80 per month x 12 months			7,680		no change		no change	
-- 9 ft x 17 ft lots x 37 lots	\$30.60 per month x 12 months			13,586		no change		no change	
Fuel Sales			31,212		36,720		61,200		64,260
-- Revenue (@ 170 gallons / boat)	510 boats x 170 gal x \$4/gal	346,800		408,000		680,000		714,000	
-- Less Expenditures (@ 170 gallons / b	510 boats x 170 gal x \$3.64/gal	(315,588)		(371,280)		(618,800)		(649,740)	
TOTAL: REVENUE			205,617		289,795		405,109		448,844

BOAT HARBOR EXPENDITURES:

-- Personnel Costs	1.50 FTE X \$78,760 / FTE		120,662		120,662		157,520		196,900
-- Operating Costs	????????		110,207		110,207		110,207		110,207
-- Equipment	plug number		45,000		45,000		45,000		45,000
subtotal: Expenditures			275,869		275,869		312,727		352,107

Net Income (Prior to Depreciation) (70,252) 13,926 92,382 96,737

Approved Minutes of HBPHAC 3-23-15

Attendance, quorum established Don, Brad, Norman, Bill, Fred, Joanne, Shawn

Agenda amended and approved.

Minutes from HBPHAC MEETINGS 2-23-15 AND 3-09-15 reviewed and approved.

Public comment, 6 people commented on 65% design.

Harbor masters report, letters sent and waiting for responses from letter.

65% design presentation by PND Dick Summerville.....very lengthy presentation and follow up questions from Committee. Borough staff was present and taking notes. Committee did not take formal action on 65% design at this meeting.

Next meeting dates set. Review of 65% and recommendations on 3-26-15.

Next regular meeting date 4-27-15 set.

Adjourned after 2 ½ hour meeting

Approved Minutes of HBPHAC 3-26-15

Established a quorum, Fred, Bill, Norman, Glen, Brad, Terry, Joanne, Shawn

Public comment, focused on South Portage Cove Harbor Expansion.

Public comment on 65% was presented in a paper titled, PUBLIC COMMENT AND WRITTEN COMMENTS ON SOUTH PORTAGE COVE HARBOR EXPANSION SUBMITTED TO HAINES BOROUGH PORTS AND HARBOR ADVISORY COMMITTEE AND HAINES BOROUGH 3/23/15 TO 3/26/15.

Paper attached.

65% design SPCHE, Conclusion of 65% design comments from harbor committee. Shawn presented a list from notes of Mondays meeting. Committee talk about list and made additions.

Motion, to forward committee 65% comments to Shawn and then back to committee via email for vote. Bill made terry second.

Motion withdrawn by Bill and Terri

Motion, Norman to submit 65% recommendations to borough staff on Friday 27th, for there consideration and on to PND. Bill motion. Terry second. Vote, roll call all affirmative. Passed

65% comments are attached.

Old business, Harbor fee schedule recommendations from 3-09-15 were written up by Norman and presented. Fee schedule was reviewed and discussed.

Motion, To forward fee schedule recommendations to borough assembly for their consideration after Shawn checks it. Bill motion, Terry second. Vote roll call, all in the affinitive.

AMENDED FEE SCHEDULE ATTACHED

Item B. moved to April 27, meeting

Update on title 16 (prohibited acts) Norman presented requested that the committee review his word smithing of prohibited acts document. Committee made 2 additions to document and asked for it to be forwarded to Shawn for the harbor dept. review. Document attached.

Public comment.

Meeting adjourned.

65% Recommendations: AS REVIEWED BY HAINES BOROUGH HARBOR COMMITTEE. 3-26-15

- Remove from plan, dredging, rip-rap, and piles at the work float location.
- Back slope dredging by A & B floats to allow removal of rip-rap.
- Remove approximately a 40'x25' section of dredging between the fuel dock and the beginning of F float. This should reduce or eliminate the need for rip-rap in that area.
- Perform no demo work of F float.
- Remove and replace 12" piles **AS NEEDED ON** F dock. Piles provided by Borough.
- Install four 16" piles inside new harbor basin, next to wave barrier. **FOR NEW PLACEMENT OF NET GEAR WORK FLOATS** Piles provided by Borough.

Add Alternates:

- AA1: 64' of wave barrier with matching dredging in the harbor basin **AND BOAT RAMP ALINEMENT.**
- AA2: Dredging north of F float, from B to D floats.
- AA3: Dredging north of A float.

AA4: Install anodes on new wave barrier

PUBLIC COMMENT AND WRITTEN COMMENTS ON SOUTH PORTAGE COVE HARBOR EXPANSION
SUBMITTED TO HAINES BOROUGH PORTS AND HARBOR ADVISORY COMMITTEE AND HAINES BOROUGH
3/23/15 TO 3/26/15.

3-26-2015

Normans Hughes Chair HBPHAC, attempt at consolidating public input presented to Haines Borough via email and public comment at committee meeting on March 23rd, 2015 on the spch 65%. 17 distinct individuals commented one or more times. The Haines Borough has the written comments.

This document is prepared for Haines Borough Ports and Harbor Advisory Committee and will be forwarded to the Haines Borough after committee review on 3-26-15.

Parking Lot

Use local partnership to save on cost of disposal of dredging spoils- 1

Let the private sector build their own parking lot—2

Size or parking lot too big- 7

Plant vegetation and beautify parking area- 1

The parking lot is needed—2

Look Out Park

Leave the park alone, do not expand parking lot around park or memorial—6

Why no money budgeted for park move?---2

Respect the memorial—2

Cost?

Cost study sooner than later—4

Users should pay for services--2

Public comment

Allow more public input on Harbor Project—4

Design

Design for benefit of all community members—1

Fazed development

Why build it in stages and show me the funding sources—5

Waterfront planning

Waterfront plan for committee needed-- 1

Wait list

Is wait list up to date? - 1

Hbphac special meeting minutes 4-22-15

Quorum established, Don, Norman, Brad, Terry, Bill, Glen. Others Shawn, and Carlos. No public

Two items on agenda. Letnikof Dock funding for repairs and draft ord. 15-03-404 clarifications request.

Motion. Hbphac request \$200,000 from harbor fund for emergency repairs to the Letnikof Cove Dock,

Made by Bill, second terry, voted 6-0 passed

Motion Hbphac request Haines Borough Assembly to consider Hbphac Clarifications on Draft Ord. 15-03-404.

Made by Bill, Second terry. Voted 6-0 passed

Terry asked that pollution insurance be added to the agenda at the next meeting.

Meeting adjourned 11:00am



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-570
Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Special Use Agreement for Routine Use of the PC Dock Lightering Float - Alaska Excursions	1. Resolution 15-05-628 2. Proposed Special Use Agreement with schedule of dockings 3. Harbormaster Recommendation 4. Page 15B, Port Tariff
Originator: Harbormaster	
Originating Department: Ports and Harbors	
Date Submitted: 5/1/15	

Full Title/Motion:
Motion: Adopt Resolution 15-05-628.

Administrative Recommendation:
The Borough Manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ N/A	\$	\$	

Comprehensive Plan Consistency Review:
Comp Plan Goals/Objectives: _____
Consistent: Yes No

Summary Statement:
Alaska Excursions has requested scheduled use of the PC Dock Lightering Float during the 2015 summer tourism season. Rule 34.306 (page 15B) of the Port of Haines Terminal Tariff #3 provides that a special use agreement (SUA) may be approved by the Borough Assembly where per-docking rates shall apply. Additionally, for moorage longer than four hours, standard moorage rates would apply as well as a daily fee should unmetered electricity be used. Alaska Excursions will share the float with Haines-Skagway Fast Ferry and Alaska Fjordlines. They have agreed to cooperate. The harbormaster recommends approval.

Referral:
Referred to: _____ Referral Date: _____
Recommendation: _____ Meeting Date: _____

Assembly Action:
Meeting Date(s): 5/12/15 Public Hearing Date(s): _____
Postponed to Date: _____

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Alaska Excursions Inc. for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

WHEREAS, Alaska Excursions Inc. provides important visitor transportation between Haines and Skagway during the summer tourism and cruise ship season; and

WHEREAS, Alaska Excursions Inc. has requested a special docking and moorage services agreement for the 2015 summer tourism season for vessels known as the "Adventure", "Encounter", and the "Discover";

WHEREAS, Rule 34.306 (page 15B) of the Port of Haines Terminal Tariff #3 provides that a special use agreement (SUA) may be approved by the Borough Assembly where per-docking fees shall apply as well as other charges for moorage extending beyond four hours and unmetered power use; and

WHEREAS the Haines Borough is willing to provide for dockings for three Alaska Excursions vessels at the facility known as the "lightering float" at the Port Chilkoot Dock per a schedule attached to the agreement; and

WHEREAS, this agreement establishes special terms and conditions for docking and moorage for the 2015 summer tourism season,

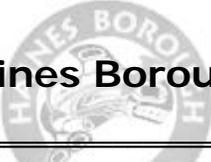
NOW THEREFORE BE IT RESOLVED that the Haines Borough Assembly authorizes the borough manager to enter into a special use agreement (SUA) with Alaska Excursions Inc. for the 2015 summer tourism season.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this ____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



Haines Borough

SPECIAL USE AGREEMENT – 2015 Port Chilkoot Dock Lightering Facility

This Agreement is made and entered into this day of , **2015**, by and between the **Haines Borough**, a municipal corporation organized under the laws of the State of Alaska with its principal place of business at 103 Third Avenue S., Haines, Alaska 99827 (“the Borough”) and **Alaska Excursions Inc.**, a corporation with its principal place of business at P.O. Box 440, Skagway, Alaska 99840 (“the Customer”). Borough and the Customer are sometimes collectively referred to as “Parties.”

The Parties agree as set forth below.

Article I - Purpose

This Agreement is entered into for the purpose of establishing terms and conditions of docking and moorage services provided by the Borough to the Customer during the 2015 summer tourism season for either of the Customer’s vessels known as the “Adventure”, “Encounter”, and the “Discover”.

Article II – Site of Service Provided

The Borough will provide for dockings throughout the contract period, at the facility known as the “lightering float” at the Port Chilkoot Dock, Haines, Alaska.

Article III - Time of Commencement and Agreement Term

The services to be performed under this Agreement shall commence May 20, 2015. The Agreement shall end no later than September 16, 2015, or on any earlier date chosen by the Customer provided that 10-day advanced notification is given to the Borough in writing.

Article IV –Cost of the Dockage and Moorage

The Customer agrees to pay \$21.00 per landing at the lightering float. The lightering float is not intended to be used for extended moorage. The Customer agrees to use this facility to load and unload passengers in a timely manner. If the Customer wishes to remain moored longer than what is required for normal operations, an agreement must be made with the Harbormaster. If moorage continues for more than 4 consecutive hours, normal transient moorage rates shall apply. If Customer wishes to use unmetered electrical power, a fee of \$10 per day shall apply.

Article V- Non-Exclusive Use of the Lightering Float

The Customer shall not have exclusive use of the Lightering Float although this Agreement documents the Customer’s priority use of it, according to the schedule provided. The Harbormaster may accommodate other vessels at the remaining unoccupied space, as appropriate, in his or her judgment.

Article VI– Billing by the Borough and Remittance of Payment

The Haines Harbormaster will issue a monthly invoice to the Customer no later than the 4th day of the month following, based on the Customer’s accounting of their activity at the Lightering Float. The Customer shall remit payment to the Borough Administration office no later than the 15th day of the month in which they receive an invoice.

Article VIII- Insurance

The Customer shall maintain appropriate and required Insurance as may be required by regulatory agencies during the term of the Agreement.

HAINES BOROUGH – PREFERENTIAL USE AGREEMENT

Page 2 of 2

Article IX - Termination of Contract

The Customer may terminate the Agreement at any time with 10 days advance written notice. The Borough may, in the judgment of the Harbormaster, terminate the Agreement at any time for cause, such as violation of provisions of Title 16 of the Haines Borough Code.

Article VII – Prohibition of Sublease

The Customer shall not sublease the space at the Lightering Dock as provided by the Borough under this Agreement.

Article X - Miscellaneous Provisions

The Borough's representative under this agreement shall be the Haines Borough Harbormaster or his designee.

This Agreement entered into as of the day and year first written above.

BOROUGH

CUSTOMER

David Sosa, Borough Manager
Haines Borough

Erin Redington, General Manager
Alaska Excursions LLC

Attest:

Julie Cozzi, Borough Clerk
Haines Borough

ALASKA EXCURSIONS SCHEDULE

Date	Arrive Time	Depart Time
May 20, 2015	6:15 AM	6:45
May 20, 2015	9:00 AM	9:30
May 20, 2015	11:45 AM	12:15
May 20, 2015	2:45 PM	15:15
May 26, 2015	10:30 AM	11:00
May 27, 2015	6:15 AM	6:45
May 27, 2015	9:30 AM	9:30
May 27, 2015	11:45 AM	12:15
May 27, 2015	11:45 AM	15:15
June 1, 2015	10:00 AM	10:30
June 3, 2015	6:15 AM	6:45
June 3, 2015	9:00 AM	9:30
June 3, 2015	11:45 AM	12:15
June 3, 2015	2:45 PM	15:15
June 5, 2015	10:30 AM	11:00
June 8, 2015	10:30 AM	11:00
June 10, 2015	6:15 AM	6:45
June 10, 2015	9:00 AM	9:30
June 10, 2015	11:45 AM	12:15
June 10, 2015	2:45 PM	15:15
June 17, 2015	6:15 AM	6:45
June 17, 2015	9:30 AM	9:30
June 17, 2015	11:45 AM	12:15
June 17, 2015	2:45 PM	15:15
June 18, 2015	10:30 AM	11:00
June 22, 2015	10:30 AM	11:00
June 24, 2015	6:15 AM	6:45
June 24, 2015	9:00 AM	9:30
June 24, 2015	11:45 AM	12:15
June 24, 2015	2:45 PM	15:15
June 30, 2015	10:30 AM	11:00
July 1, 2015	6:15 AM	6:45
July 1, 2015	9:00 AM	9:30
July 1, 2015	11:45 AM	12:15
July 1, 2015	2:45 PM	15:15
July 2, 2015	10:30 AM	11:00
July 6, 2015	10:30 AM	11:00
July 8, 2015	6:15 AM	6:45
July 8, 2015	9:00 AM	9:30
July 8, 2015	11:45 AM	12:15
July 8, 2015	2:45 PM	15:15
July 15, 2015	6:15 AM	6:45
July 15, 2015	9:00 AM	9:30
July 15, 2015	11:45 AM	12:15

July 15, 2015	2:45 PM	15:15
July 22, 2015	6:15 AM	6:45
July 22, 2015	9:00 AM	9:30
July 22, 2015	11:45 AM	12:15
July 22, 2015	2:45 PM	15:15
July 29, 2015	6:15 AM	6:45
July 29, 2015	9:00 AM	9:30
July 29, 2015	11:45 AM	12:15
July 29, 2015	2:45 PM	15:15
August 4, 2015	1:30 PM	14:00
August 5, 2015	6:15 AM	6:45
August 5, 2015	9:00 AM	9:30
August 5, 2015	11:45 AM	12:15
August 5, 2015	2:45 PM	15:15
August 12, 2015	6:15 AM	6:45
August 12, 2015	9:00 AM	9:30
August 12, 2015	11:45 AM	12:15
August 12, 2015	2:45 PM	15:15
August 18, 2015	10:30 AM	11:00
August 19, 2015	6:15 AM	6:45
August 19, 2015	9:00 AM	9:30
August 19, 2015	11:45 AM	12:15
August 19, 2015	2:45 PM	15:15
August 26, 2015	6:15 AM	6:45
August 26, 2015	9:00 AM	9:30
August 26, 2015	11:45 AM	12:15
August 26, 2015	2:45 PM	15:15
September 2, 2015	6:15 AM	6:45
September 2, 2015	9:00 AM	9:30
September 2, 2015	11:45 AM	12:15
September 2, 2015	2:45 PM	15:15
September 9, 2015	6:15 AM	6:45
September 9, 2015	9:00 AM	9:30
September 9, 2015	11:45 AM	12:15
September 9, 2015	2:45 PM	15:15
September 16, 2015	6:15 AM	6:45
September 16, 2015	9:00 AM	9:30
September 16, 2015	11:45 AM	12:15
September 16, 2015	2:45 PM	15:15

memo

Haines Borough

To: Borough Assembly
From: Shawn Bell
CC: David Sosa
Date: 5/6/2015
Re: Lightering Float Special Use Agreement

Comments: Alaska Excursions Inc. has formally applied for a Special Use Agreement (SUA) for the 2015 tour season. I have drafted an agreement for them based upon rates and regulations outlined in the Haines Borough Port Tariff Rule 34.306. The SUA gives Alaska Excursions priority use of the Port Chilkoot Dock Lightering Float according to the schedules they have provided. There are minor conflicts in the schedules between Alaska Fjordlines Inc., HSFF, and Alaska Excursions Inc. Representatives from all three parties have discussed these conflicts and have agreed to operate in a manner which allows them to share the space.

I have reviewed all three companies' agreements and schedules and recommend to the Assembly that the SUA be approved for Alaska Excursions Inc.

Shawn Bell
Haines Harbormaster

PORT OF HAINES TERMINAL TARIFF, FMC NO.3	Orig./Rev.	Page
	6th Rev.	15.B
	Cancel	Page
	5th Rev.	15.B
	Effective Date	
	May 13, 2014	
	Ord.11-02-255; Ord.13-08-348 §5; Ord. 14-04-374	

RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

306. PORT CHILKOOT DOCK LIGHTERING FACILITY RATES

For use of Port Chilkoot Dock lightering float dock, including lightering to transfer passengers to or from larger vessels; to pick up or discharge passengers for local marine tours; moorage of vessels; and moorage of vessels unable to moor in the small boat harbor.

1. Rates:

A. Lightering or transfer of passengers to or from a larger vessel: Two hundred fifty (\$250) dollars flat rate per 24-hour period.

B. Use of the facility by vessels with a capacity of ten passengers or more to load or unload passengers for tours or charters originating or ending in Haines (per docking):

Per-Docking Fee	2014	2015	2016	2017	2018	2019
5% Annual Increase	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31	\$25.53

2. Use of the Port Chilkoot Dock Facility including the Lightering Float on a permanent or routine basis must be approved by the Borough Assembly in the form of a special use agreement ("SUA").

3. In case of an emergency or lack of moorage space in the small boat harbor when the Port Chilkoot Dock Facility must be used for transient moorage, standard transient moorage rates shall apply for no more than seventy-two consecutive hours per vessel. Such use shall not interfere with the scheduled use of the dock by other vessels. Following expiration of the seventy-two hour period, standard dockage rates shall apply.

4. All other vessels shall pay standard dockage rates.

307. ITEM 307 ACCOMMODATION LADDER USE RATES

There shall be a charge of \$100 for each use by a vessel of the Port's passenger accommodation ladder.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-572
Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Establish an E-911 Surcharge	1. Ordinance 15-05-410 2. Staff Study, Chief Musser 3. Talking Points 4. PowerPoint Presentation
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 5/4/15	

Full Title/Motion:
Motion: Introduce Ordinance 15-05-410 and set a first public hearing for 5/26/15 and a second public hearing for 6/9/15.

Administrative Recommendation:
This is recommended by borough staff.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	See attached documents

Comprehensive Plan Consistency Review:
Comp Plan Goals/Objectives: _____
Consistent: Yes No

Summary Statement:

As a result of the Haines Borough's responsibility to keep up with the ever increasing mobility of community residents and visitors it is necessary to focus on enhanced 911 (E-911) as a tool that society has come to expect to have available and accessible. State law recognizes the importance of E-911 and established guidelines to help fund it. The borough is now at that crossroad of funding the continuation and upgrading of the E-911 system.

AS 29.25.131 authorizes municipalities to implement an E-911 surcharge of up to \$2.00 per month for each wireless telephone number and each local exchange access line. The borough proposes to only implement a surcharge of \$1.51 per phone. This is less than other Southeast communities charge.

This fee represents citizens' quick and ongoing access to emergency services through the use of 911.

Referral:

Referred to: _____ Referral Date: _____
Recommendation: _____ Meeting Date: _____

Assembly Action:

Meeting Date(s): 5/12/15 Public Hearing Date(s): _____
Postponed to Date: _____

An Ordinance of the Haines Borough establishing a surcharge for enhanced 911 (E-911) service.

WHEREAS, to help defray the costs of the enhanced 911 system, and under the authority of AS 29.35.131(a), the Haines Borough intends to implement a surcharge of \$1.51 per month on each local exchange line that provides wireline service within the borough and implement a surcharge of \$1.51 per month on each wireless telephone number that is billed to an address in the borough; and

WHEREAS, on November 12, 2013 the borough assembly adopted Resolution 13-11-517 awarding a contract for the design and installation of an enhanced 911 (E-911) telephone system to replace the outdated public safety answering points hardware and software and provide improved emergency telephone service at public safety answering points from a local exchange telephone company; and

WHEREAS, this system upgrade is necessary in order for the borough to comply with federal regulations that require all wireless carriers to provide call-back and caller location information to public safety answering points for wireless calls; and

WHEREAS, the upgrade to the E-911 system will result in increased operating costs for the borough; and

WHEREAS, in 2005, the state of Alaska amended AS 29.25.131 to authorize municipalities to implement an E-911 surcharge of up to \$2.00 per month for each wireless telephone number and each local exchange access line; and

WHEREAS, the \$1.51 per month surcharge for each access line and wireless number is sufficient to only partially fund the E-911 system, the remaining costs being funded with general tax dollars; and

WHEREAS, it is in the public interest to create the E-911 surcharge so as to provide for the collection of revenues necessary for the system; and

WHEREAS, it is fair and reasonable to assess the costs of the system against all the telephone users who benefit from it,

NOW THEREFORE BE IT ORDAINED by the Haines Borough Assembly that it is determined to be for a public purpose and in the public interest of the borough to establish a surcharge for E-911 service .

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall become effective August 1, 2015.

Section 4. Imposition of Surcharge. There is implemented a surcharge of \$1.51 per month for each local exchange access line within the Haines Borough and each wireless telephone number that is billed to an address within the Haines Borough.

Haines Borough
Ordinance No. 15-05-410
Page 2 of 2

Section 5. Administration of Surcharge. A local exchange telephone company, or a wireless telephone company, that provides telephone service within the Haines Borough or to customers with billing addresses within the Haines Borough, in accordance with AS 29.35.131-137:

- A. shall include the E-911 surcharge in the bills delivered to its customers;
- B. shall remit the amounts collected to the Haines Borough;
- C. may deduct limited administrative costs;
- D. shall prorate partial payments made by its customers;
- E. shall provide the Haines Borough with a list of amounts due for nonpayment of E-911 surcharges;
- F. shall, at the election and expense of the Haines Borough, be subject to an annual audit of its books and records concerning the collection and remittance of the E-911 surcharge; and
- G. shall otherwise comply with the requirements and be entitled to the benefits of state law with respect to E-911 systems.

Section 6. Notification of Telephone Customers. The Haines Borough shall work with the telephone companies to ensure the telephone customers are notified in writing of this surcharge and provide an explanation of what the surcharge will be used for, in accordance with AS 29.35.131(a).

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS
____ DAY OF _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 05/12/15
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___

Why an E 9-1-1 surcharge is needed:

Simply, the residents and visitors to Haines and the Borough area typically have an expectation they can call 9-1-1 to report an emergency. In order for the Haines Borough to provide this expected service for the public we serve, a mechanism to support the infrastructure is necessary. That mechanism is the E 9-1-1 surcharge.

Since the 1980's the concept of calling 9-1-1 for emergencies has been evolving, and Haines is continuing to work to provide this aspect of public safety. Our society enjoys the mobility of extended communication. The public's access and ability to call for help from wired or wireless phones has widened the range of callers. The range includes a broad spectrum of age, unrestricted locations, and multiple calls for a single event. We are experiencing all of this in Haines and can expect to see more as extended communication access continues to grow in Haines.

The infrastructure to provide the E 9-1-1 service is not cheap and the technology associated is rapidly evolving and changing. The State of Alaska recognized the impact of the costs associated with E 9-1-1 in 2005 when the legislature crafted what is now Alaska Statute: 29.35.131. 911 Surcharge. A cap of \$2.00 was established to help pay for acquisition, implementation, and maintenance of 911 service equipment and associated costs related to wages, training, and number and location identification data base development and maintenance.

Additionally, the Borough has a responsibility as a governing body to provide effective access to our emergency services for those living here and for those visiting here. This responsibility includes ensuring compliance with federal regulations requiring consolidation of public safety communications that tie the responders together for more efficient providing of service, especially in times of crisis and rapidly evolving emergencies. This is a concept known as interoperability. This concept also extends to telecommunication providers to provide identifying and location pertinent information so emergency services personnel on the receiving end of a 9-1-1 call can better direct resources to a given need.

The Haines Borough recognized the responsibility in 2013 when a grant was obtained to help purchase updated dispatch equipment, including a compliant E 9-1-1 system. The new E 9-1-1 system was installed in 2014 and is currently in operation. Now it is time to look to the future for securing the costs necessary for maintenance and upgrading of the system, along with training and wage costs associated with operating the E 9-1-1 system.

How Much Surcharge?

Starting with the initial investment, the capital cost was \$231,951 for the new E 9-1-1 equipment. The equipment is estimated to have a twelve (12) year useful life. An estimated cost of replacement in 2027 (with a projected inflation rate of 2.5%) is \$304,340. An annual sinking fund for replacement costs is estimated at \$25,362 per year through 2017.

The annual operations costs, phone lines, maintenance and support, and labor are projected at a total of \$24,152 per year. A 2.5% inflation cost was included in the estimate. Current costs associated with the FY2015 budget provided the basis for the estimate and include:

- Dedicated 9-1-1 phone lines - \$3,447;
- Maintenance contract - \$13,135;
- Labor (9-1-1 only) - \$4,310.

STAFF STUDY: E 9-1-1 SURCHARGE

The overall amount of money between a capital replacement sinking fund and the operations costs is estimated at \$49,514 per year. This amount is then divided by the estimated number of phone lines (wireline and wireless) with addressing in Haines, a total of 2,730. The result is an annual cost per phone of \$18.14. This is a monthly cost of \$1.51 per phone.

The proposed cost of an E 9-1-1 surcharge to residents of Haines is \$1.51.

Key Points for the Adoption of an E 9-1-1 Surcharge:

The residents and visitors to Haines and the Borough area typically have an expectation they can call 9-1-1 to report an emergency. This has become an expectation of the public since the 1980's, and Haines has been working to provide this aspect of public safety. The Haines Borough Public Safety Dispatch receives 9-1-1 calls for medical care/transport, traffic accidents with injuries, domestic disturbances, reports of crimes in progress, and fires. The numbers of 9-1-1 calls received in the past three years include:

- 474 in 2014
- 388 in 2013
- 394 in 2012

E-9-1-1 helps to consolidate public safety communications and tie the responders together for more efficient providing of service, especially in times of crisis and rapidly evolving emergencies. It is a single point of contact for any resident or visitor to Haines for access to request emergency help.

The Haines Borough Public Safety Dispatch has the equipment, the telecommunication service, and the staff to operate E 9-1-1, now we need your support to continue to make it work for you.

The E 9-1-1 Surcharge Explained:

The E 9-1-1 Surcharge Fee provides funding for the continued operation of 911 emergency telecommunications services in your area. Emergency personnel must have the capability to identify the caller's phone number and relative location when 911 is dialed. The fee, which is applied per access line, funds communications systems that support emergency and quick response police, fire and ambulance services with identification of phone number and relative location. Customers pay for this service and other 911 communication costs through a State 911 surcharge as adopted and approved by your Borough Assembly. While full E 9-1-1 system utilization is still in process of being met with your telephone provider, the fee may be collected to ensure future implementation. Please remember the fee represents your quick and ongoing access to emergency services through the use of 9-1-1.

Recommendation:

Adoption of the proposed ordinance establishing a surcharge of \$1.51 for enhanced 911 (E 9-1-1) services.

E 9-1-1 Talking Points

The Haines Borough Police Department dispatch center is the Borough's 911 and public safety central point of contact for dispatch services to the Haines Borough Police Department, Haines Volunteer Fire Department, Klehini Valley Fire Department, Alaska State Troopers and State Parks. It is staffed 24 hours a day, 365 days a year by a team of five trained telecommunicators.

Dispatchers receive 9-1-1 calls for medical care/transport, traffic accidents with injuries, domestic disturbances, reports of crimes in progress, and fires. The numbers of 9-1-1 calls received in the past three years include:

- 2014 a total of 474
- 2013 a total of 388
- 2012 a total of 394.

As the public extends its mobility and communication access through wireless and wired phones the ability for a range of callers exists. The range includes those as young as three or four years of age to those elders in their nineties. At times as many as three 9-1-1 calls have been received at the same time for a single incident in Haines. This is because of the mobility of communication our society enjoys.

As a result of our responsibility to keep up with the ever increasing mobility of our community residents and visitors it is necessary to focus on E 9-1-1 as a tool that our society has come to expect to have available and accessible. Our laws recognize the importance of E 9-1-1 and establish guidelines to help fund it. The Haines Borough is now at that crossroad of funding the continuation and upgrading of our E 9-1-1 system.

The key points for an E 9-1-1 surcharge are as follows:

- The E 9-1-1 system upgrade is necessary in order for the borough to comply with federal regulations that require all wireless carriers to provide call-back and caller location information to public safety answering points for wireless calls.
- In 2005, the state of Alaska amended AS 29.25.131 to authorize municipalities to implement an E-911 surcharge of up to \$2.00 per month for each wireless telephone number and each local exchange access line – The Haines Borough is only implementing a surcharge of \$1.51 per month.
- The residents and visitors to Haines and the Borough area typically have an expectation they can call 9-1-1 to report an emergency. This has become an expectation of the public since the 1980's, and Haines has been working to provide this aspect of public safety.
- E-9-1-1 helps to consolidate public safety communications and tie the responders together for more efficient providing of service, especially in times of crisis and rapidly evolving emergencies.
- It is a single point of contact for you (the resident of Haines) to access and request emergency help.
- We have the equipment, the service, and the staff to operate E 9-1-1, now we need your support to continue to make it work for you.

Old vs. New Communications

Can and String



E-911



Comparison of Old & New

Old Format

- Not e911 compliant
- Old caller ID format
- Analog radios and phones
- Old console with integrated solid state components
- Coverage limited - not much beyond 11 mile on the Highway.
- Material worn and very dated – held together with bailing rope and wire ties

New Format

- System is e911 compliant
- Digital e911 system in place
- Console is now computer based
- Radios are Narrow band compliant (next to digital)
- Analog phones still, but current e911 system can accept change to Digital when phone company upgrades.
- Radio coverage now extended past 33 mile

Why a Surcharge?

- **Fairness:** User fees are focused on those who will benefit from the service
- **Meeting Current Responsibilities:** The surcharge ensures we can maintain the improvements and meet the expectation of being able to call 9-1-1 to report an emergency
- **Meeting Future Responsibilities:** The surcharge plans for the eventual upgrade and replacement of the system
- **Commitment to Public Safety:** We have the equipment and the staff to operate E 9-1-1, now we need your support to continue to make your expectations of E 9-1-1 work for you.

The Numbers



Sinking Fund for *Capital Replacement of System*

➤ Initial cost to install e911 system	\$ 231,951
➤ Estimated Useful Life of System in Years	12
➤ Estimated Inflation Rate	2.5%
➤ Estimated replacement cost in 2027	\$ 304,340
Annual Contribution Needed to replace in 2027	\$25,362

Annual *Operating Costs for e911 System*

➤ Additional Phone lines	\$ 3,447
➤ Annual Maintenance & Support	13,135
➤ e911 Dispatch Labor	<u>4,310</u>
➤ Estimated 2015 Operating Cost	\$ 20,892
Average Annual Operating Costs with 2.5% inflation	\$ 24,152



The Numbers continued ...



Annual Combined Operating & Replacement **\$49,514**

Estimated Number of Phone Lines **2,730**

Annual Contribution per Phone **\$18.14**

Proposed Monthly Surcharge

\$1.51

This is less than other communities in SE Alaska charge

Bottom Line

- The old system was not compliant and did not meet our needs.
- We now have a system that works better than the old one and that meets current and future needs.
- We have a responsibility to maintain the current system.
- We have an obligation to upgrade and prepare for the eventual replacement of the system.
- The surcharge ensures that those who benefit from the use of the system contribute to its maintenance, upgrade, and replacement.

Mayoral Appointment 5/12/15

Parks & Recreation Advisory Committee

Burl Sheldon – term expires 11/2017

This is a seven-member committee that currently has only Four members. Therefore, they are having difficulty establishing a quorum to conduct business and make appointment recommendations. The mayor intends to make this appointment without that step to enable this committee to function, and she seeks assembly confirmation.

This appointment would leave 2 vacancies.

Other Remaining Board Vacancies:

Museum Board of Trustees – 1 seat

Ad hoc Downtown Revitalization Committee – 2 seats
(seats designated for downtown business owners)

Riverview Drive RMSA Board – 2 seats

Note: Persons interested in being considered for appointment to one of the vacancies may submit either a letter of interest or the appointment application form available on the Borough's website or from the Borough Clerk. Resumes or a detailed description of qualifications are strongly encouraged. Applications will be accepted until appointments are made. Submit applications directly to the Borough Clerk's Office.

Haines Borough Application for Board Appointment



RECEIVED Haines Borough

Appointment (I am not currently on the board)

APR 27 2015

Reappointment (I am currently a member of the board)

Clerk's Office

Check the board, commission, or committee for which you are applying :

<input type="checkbox"/>	Planning Commission	<input type="checkbox"/>	Port and Harbor Advisory Committee
<input type="checkbox"/>	Tourism Advisory Board	<input type="checkbox"/>	Fire Service Area Board #1
<input type="checkbox"/>	Chilkat Center Advisory Board	<input type="checkbox"/>	Fire Service Area Board #3 (Klehini)
<input checked="" type="checkbox"/>	Parks and Recreation Advisory Board	<input type="checkbox"/>	Letnikof Estates Road Maintenance Service Area Board
<input type="checkbox"/>	Museum Board of Trustees	<input type="checkbox"/>	Riverview Road Maintenance Service Area Board
<input type="checkbox"/>	Library Board of Trustees	<input type="checkbox"/>	Historic Dalton Trail Road Maintenance Service Area Board
<input type="checkbox"/>	Public Safety Commission	<input type="checkbox"/>	Four Winds Road Maintenance Service Area Board
<input type="checkbox"/>	Temporary (Ad-hoc) Board/Committee _____		

Name: BURL SHELDON
 Residence Address: 8-mile Mud BAY Rd (across BAY)
 Mailing Address: Box 952 Haines
 Business Phone: 907-766-2151 Home Phone: 907-303-7302
 Fax: — Email: burl58@yahoo.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

Burl Sheldon
 Signature of Applicant

4/27/2015
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

Resume attached

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) Continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) Physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.

Burl Sheldon
P.O. Box 952
Haines, AK 99827

4/27/2015

Jan Hill, Mayor
Haines Borough
Box 1209
Haines, AK 99827

RE: Consideration of Nomination to Parks and Recreation Advisory Board

Dear Mayor Hill and Haines Borough Assembly:

Please consider me for a vacant seat on the Haines Borough Parks and Recreation Advisory Board. I feel that this board is a good fit for me. My resume is attached.

Sincerely,


Burl Sheldon

Burl Sheldon
P.O. Box 952
Haines, AK 99827
burls.58@yahoo.com
907-303-7302

RESUME

EDUCATION

- *Bachelor of Fisheries Science with High Scholarship*—Oregon State University Corvallis OR, 1985.
- *Type-A Secondary Education Math/Science Teaching Certificate* (~~current~~)—University of Alaska Southeast, Juneau, AK; “Highly Qualified” in Middle-School Mathematics under No Child Left Behind legislation.

PROJECT AND WORK EXPERIENCE

Human Services Program Administration/Trustee

- *Community Director, Big Brothers Big Sisters of Alaska (BBBS-AK), Haines Director, 2003-2011,* <sup>2013-
Present</sup>
 - Administered “Best Practice” youth mentoring service in Haines, Klukwan and Skagway,
 - Built strong donor relationships in support of agency mission,
 - Rigorous volunteer screening and safety program implementation,
 - Professional case-management (volunteer and families/youths),
 - Day-to-day use of MS-OFFICE software, web-based case-management and fund development technology,
 - Volunteered as Big Brother: Juneau 1989 – 1991, Haines 2005 – 2011.
- Trustee/Board Chair, Lynn Canal Counseling Services, Inc., 2006 – 2009.

High School and Middle School Teacher

- Four years FTE experience as Alaska HS and middle school teacher;
- Taught Mathematics, Science, Wood Shop Industrial Arts, Vocation Ed, Journalism;
- Experienced in rural Alaska communities and in multi-cultural classroom settings that serve youth from all walks of life;
- Experienced in developing diverse educational materials and authentic assessment tools.

Grant Writing and Grant Project Administration

- *Contract Grant Writer, Southeast Island School District: 2000-2003.*
 - *Responsibilities:* Developing proposals and secure federal funds to address district gaps and weaknesses in educational programs.
 - *Accomplishments:* Secured four federal grants with total value over \$900,000 for district wide improvement programs including: P.E. equipment, history education and P.E professional development, Heart-Healthy trail construction and environmental studies. Funders: *USDOE, USFS.*

- *Grant Writer and Administrator/Project Staff, Chilkoot River Corridor (CRC) Strategic Planning Project: 1999-2003.*
 - *Responsibilities:* Developed project with initial collaborators (Haines Chamber of Commerce (lead agency), Chilkoot Indian Association (CIA) and Lynn Canal Conservation, Inc. (LCC)); wrote and administered grants from foundation and government funders to support the three-year stakeholder-driven planning effort; ensured that identified stakeholder groups had a voice and were kept informed during three-year process; served as meeting clerk/secretary; filed timely grant reports; authored project final report.
 - *Project Accomplishments:* Over \$100,000 in grants and volunteer time donations secured; Strengthened DPOR management authority; established consensus plan to reduce recreational use impacts; produced “*Respecting Chilkoot*” visitor info. flier; planned Native history and natural resource interpretation; built consensus and understanding among stakeholders; completed CRC archeological baseline study (with Sheldon Museum); authored final project report.
 - *Funders:* Alaska Conservation Foundation, City of Haines, CIA, HCC, LCC, Mike Case, NOAA Coastal Impact Assistance Program, Leighty Foundation, National Fish and Wildlife Foundation, Sail Alaska Fund, Skaggs Foundation, Watchable Wildlife Conservation Trust.
- *Co-Founder/Charter Board Chair, Haines Friends of Recycling, Inc.: 1998-2005.* Convened charter board of directors (with co-founders George Mark and Ann Marie Palmieri); formed 501c3 non-profit; lead group during recycling equipment campaign (with important support from CIA), led successful annual membership drives. Funders: *Alaska Conservation Foundation, CIA, Haines Borough and City of Haines, Rasmuson Foundation.*
- *Coordinator, Kensington Gold Mine Coalition: 1994-1996.* Secured grants for conservation effort aimed at lessening long-term toxic effects of Kensington Gold Mine on Lynn Canal watershed/fisheries. Funders: *Alaska Conservation Foundation, Brainard Foundation, Lynn Canal Gillnetters, Sail Alaska Fund.*
- *Consultant, Tenakee Historical Collection, Bath House Restoration Project: 2012.* Advised organization on fund development strategies and authored successful grant proposal. Funder: *Rasmuson Foundation.*

Construction and Building Technology

- Taught Building Trades and Vocational Education at Thorne Bay School.
- Home Builder
 - Owner-builder of three residential dwellings in Alaska;
 - Hands-on experience in all aspects of standard residential construction;
 - Experienced using UAF “Cold Climate Construction” methods;

Administrative Assistant, City of Haines: 1998-1999

- Served as staff to City of Haines Planning Commission,
- Worked closely with City Clerk and City Administrator,
- Conducted development plat and permit review,
- Supported planning commission revision of city Comprehensive Plan,
- Conducted community-wide outreach and education to scope rezoning and Haines Borough consolidation initiatives,
- Assisted administrator with enforcement of land use code, nuisance ordinances and ADEC development requirements,
- Coordinated compliance with CZMP and State Fire Marshall code.

Other Relevant Experience

Consultant, Waste Management Planning and Regulatory Compliance, Haines Sanitation, Inc. (dba-Community Waste Solutions), Haines, AK, 2011-~~present~~

- 2014

- Consulting to create Class A composting programs and meet EPA Rule 503,
- Authoring multi-year, ADEC Class III landfill compliance plan and serving as liaison to ADEC,
- Coordinated landfill environmental services,
- Represented firm before Haines Borough Planning Commission and borough assembly,
- Revised landfill monitoring and composting operational plans.

Various Fisheries Science and Marine Industry

- US Peace Corp Fisheries Specialist, Federated States of Micronesia, 1986-1987.
- Fisheries Technician, Oregon Dept. of Fish and Wildlife: Columbia River Predator Prey Research and Winchester Dam Fisheries Impact Assessment, 1985-1986.
- Authored *Net-Pen Salmonid Aquaculture in Yaquina Bay, OR, a Feasibility Study*, 1985.
- Aquaculture Technician, Douglas Island Pink and Chum; Gunnuck Creek Hatch., Kake, AK, 87-88.
- Alaska commercial fisheries: seine, gillnet and troll salmon, halibut and black cod.

HOBBIES AND SPECIAL INTERESTS

Home construction, wood working, subsistence harvesting, playing guitar, singer/songwriter.

REFERENCES -- available on request



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-569

Assembly Meeting Date: 5/12/15

Business Item Description:	Attachments:
Subject: Sales Tax Exemption Application from AKSCTP Haines Hot Shots	1. Application for sales tax exemption from Haines Hot Shots
Originator: Borough Clerk	
Originating Department: Administration	
Date Submitted: 4/21/15	

Full Title/Motion:
Motion: Approve the request from Haines Hot Shots for sales tax exemption status, and authorize the borough clerk to issue an exemption certificate.

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	Loss of Sales Tax Revenue

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
-----------------------------	---

Summary Statement:

AKSCTP Haines Hot Shots, a 501(c)3 organization, has applied for sales tax exemption status as allowed by HBC 3.80.050(13). This organization is dedicated to promoting youth (4th-12th graders) shooting on a competitive and scholastic level throughout the state by providing funds, equipment, training, & guidance. The goal is to develop self-confidence, self-esteem, self-reliance, respect, personal discipline, responsibility, citizenship, teamwork, and sportsmanship through regular competition at local, state, and national events. The organization would like to keep the business local, and at this time they are purchasing all ammo and clay targets in Haines. They would like to keep the costs down to make the program as affordable as possible for the participants.

The borough has granted sales tax exemption certificates to other non-profit organizations.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 5/12/15	Public Hearing Date(s):
	Postponed to Date:



HAINES BOROUGH, ALASKA

P.O. BOX 1209

HAINES, AK 99827

(907) 766-2231 * FAX (907) 766-2716

RECEIVED

APR 21 2015

Haines Borough

APPLICATION FOR SALES TAX EXEMPTION CERTIFICATE
HAINES BOROUGH

THE FOLLOWING ORGANIZATION: AKSCTP Haines Hot Shots

a non-profit corporation, organized under the laws of the State of Alaska, hereby applies for a Sales Tax Exemption Certificate in the Haines Borough. As a representative of the organization, I hereby certify that I am familiar with said corporation, that it is organized exclusively for religious, education or charitable purposes, and that the following information is true and correct.

Local Address of Organization: PO BOX 250, HAINES AK 99827

Date of Incorporation: 12/14/10 Federal Employer I.D. #: 90-0635354

Describe the Organizations Current and/or Proposed Activity in the Borough (Provide Attachments if Necessary):

Providing + promoting youth trap & skeet shooting both scholastically + competitively in Alaska

Attach a copy of the Bylaws or Articles of Incorporation. Also attach a copy of your letter of 501(c) 3, 501(c) 4, 501(c) 8 or 501(c) 19 exemption from the Internal Revenue Service.

Janis Horton

Organization Representative

Print Name: Janis Horton

Title: Volunteer - Secretary

Phone: 766-3779

Email: jmhorton@aptalaska.net

DECLINED BY THE ASSEMBLY ON _____

Reason: _____

APPROVED BY THE ASSEMBLY ON _____

Haines Borough Mayor

Assigned Sales Tax Exemption Number

Date: _____

From: [Janis Horton](#)
To: [Julie Cozzi](#)
Subject: Haines Hot Shots
Date: Tuesday, May 05, 2015 9:05:24 AM

To Whom It May Concern:

I am writing in regards to the recent sales tax exemption application for the Haines Hot Shots. We would like to keep our business local, and at this time we are purchasing all our ammo and clay targets here in Haines. We make every effort to keep the costs down so that the 4th-12th grade participants can afford to shoot each week.

Thank you for your consideration.

Janis Horton
Haines Hot Shots



This email has been checked for viruses by Avast antivirus software.
www.avast.com

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 14 2011

ALASKA SCTP NON PROFIT CORPORATION
PO BOX 871272
WASILLA, AK 99687

Employer Identification Number:
90-0635354
DLN:
17053067369041
Contact Person:
GLENN W COLLINS ID# 31392
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
December 14, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

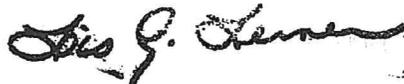
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Alaska SCTP Non Profit Corporation

Neil Moss, President and State Advisor

2321 Palmer-Wasilla Hwy, Wasilla, AK 99654

907-373-0961

BY LAWS OF THE ALASKA SCTP

I. Name and Mission Statement

1. The name of the organization shall be Alaska SCTP.
2. Alaska SCTP is a 501c3 Non-Profit organization dedicated to promoting youth shooting on a competitive and scholastic level throughout the State of Alaska. Our purpose is to provide funds, equipment, training and guidance to the youth shooting programs of Alaska, with the goal of developing self-confidence, self-esteem, self-reliance, respect, personal discipline, responsibility, citizenship, teamwork, and sportsmanship through regular competition at local, state, and national events.

II. Board of Directors

1. The Board of Directors shall serve without pay and consist of a minimum of five (5) members.
2. Head Coaches are eligible to serve as a Director of the Board and must state in writing their desire to do so.
3. Directors shall serve two (2) year terms, unless the Director is a Head Coach, in which case they will serve until resignation as Head Coach or resignation from the Directorship.
4. Vacancies shall be filled by the Board, with the recommendation of any Director.
5. Directors with three (3) absences may be dismissed from the Board with a simple majority vote.

III. Officers

1. The Officers of the Board shall consist of a President, Vice President, Secretary, and Treasurer nominated by the Board. In the event there is an Officer vacancy, the Secretary shall also serve in the capacity of that office until another Officer is appointed or elected.
2. Elected officers will serve a term of two years.
3. (a)The President shall preside at all Board meetings, appoint committee members, and perform other duties as associated with the office. (b)The Vice-President shall assume the duties of the President in case of the President's absence. (c)The Secretary shall be responsible for the Minutes of the Board, keep all approved Minutes in a Minute book, and send out copies of Minutes to all. (d) The Treasurer shall keep record of the organization's budget and prepare financial reports as needed.

IV. Committees

1. The Board may appoint standing and ad hoc committees as needed.

V. Meetings

1. Regular meetings shall be held on even numbered months (February, April, June, August, October, December) electronically or telephonically.
2. Annual Meeting shall be held following the State Championship.
3. Special meetings may be held at any time when called for by the Chair or a majority of Board members.
4. Agendas shall be provided at least 48 hours in advance.

VI. Voting

1. (a) A majority of board members constitutes a quorum. (b) In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
2. Passage of a motion requires a simple majority (i.e. one more than half the members present).

VII. Conflict of Interest

1. Any member of the board who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, may offer an opinion or discussion on the matter, but will excuse him/herself and from voting on said item.

VIII. Fiscal Policies

1. The fiscal year of the board shall be January through December.

IX. Gaming Permit

1. Alaska SCTP, its Officers and Board of Directors, agree to acquire a gaming permit through the State of Alaska, for the purposes of helping the organization and its teams fund operating expenses and reduce the cost of participation by its member athletes.
2. The Gaming Permit will be administered by the Secretary, who will serve as Member in Charge and will be responsible for all filings, permit renewals, and any other required documents. The President or Vice President will serve as Alternate Member in Charge.
3. Only teams that are members of Alaska SCTP and operating under the EIN of Alaska SCTP may have use of the gaming permit.
4. Upon dissolution, any remaining net proceeds from gaming activity under AS 05.15 will be distributed to one or more existing permittees, other than a multiple-beneficiary permittee, in accordance with 15 AAC 160.020(a)(5)."

X. Amendments

1. These by-laws may be amended by a two-third vote of Board members present at any meeting, provided a quorum is present and a copy of the proposed amendment(s) is provided to each Board member at least one week prior to said meeting.



May 7, 2015

RE: Interim Police Chief Recommendation

Mayor Hill and Assembly Members,

In April a hiring committee reviewed applications and selected Mr. Robert Griffiths as the preferred candidate for hire. The Hiring Committee then met with the Public Safety Commission in Executive Session and reviewed the candidates and Mr. Griffiths was the unanimous choice as the preferred candidate for the position of Interim Police Chief.

Mr. Griffiths has more than 25 years of law enforcement experience which includes service in Anchorage (Patrol Officer through Lieutenant) and service as the Police Chief of Cordova. In addition, his other employment attests to his versatility and range of skills and expertise. Mr. Griffiths impressed the hiring committee with his broad knowledge of law enforcement and, in particular, with his emphasis on community policing. Mr. Griffith's experience, familiarity with law enforcement in Alaska, and broad knowledge make him an excellent choice to lead the department and provide stability while a search for a permanent Police Chief is undertaken.

I am confident that Mr. Griffiths will serve our community well as Interim Police Chief and urge that the Assembly approve him hire for this position.

Respectfully,

D.B. Sosa

David B. Sosa
Borough Manager
Haines, Alaska

From: David Sosa
Sent: Monday, May 04, 2015 3:56 PM
To: director@harkalaska.org
Cc: Julie Cozzi; Jila Stuart; Jan Hill
Subject: 2016 Contract

Tracy,

The Mayor, the Clerk, and I reviewed your request to be heard. Your attachments focus on items that would ordinarily be addressed within a contract between your organization and the Borough. While the Assembly deals with total allocation of funds, it does not deal with items related to contract negotiations. Our review therefore determined that your concerns are best addressed through contract negotiations and that they are not the purview of the Assembly. The Note section of the request states " Placement on a borough assembly agenda is not guaranteed. In a manager form of government, some matters are not within the assembly's purview and are more appropriately handled by staff." Accordingly, the Mayor has referred this to staff for action and the specific items relating to services provided will be addressed in negotiations once the Assembly has approved the FY 2016 budget.

Notwithstanding the above, it is certainly appropriate for your organization to comment during the public hearing of the Budget. I would just request that your comments focus on total funding for the organization rather than the specifics of what language the contract would contain.

David B. Sosa
Borough Manager
Haines Borough, Alaska
www.hainesalaska.gov
dsosa@haines.ak.us
907-766-2231 ext. 29



HAINES ANIMAL RESCUE KENNEL

A PLACE FOR PETS AND THEIR PEOPLE

PO Box 1533, Haines AK 99827

www.harkalaska.org | (907) 766-3334

May 4, 2015

Haines Borough Assembly
103 3rd Ave. S.
Haines, AK 99827

Dear Members of the Assembly:

The Haines Animal Rescue Kennel wishes to continue to provide comprehensive Animal Control Services to the community. Since the budget, as proposed, will not fund that type of contract we have determined what services could still be provided by HARK. The following pages contain four different funding scenarios based on the duties/responsibilities outlined in our current contract. We hope this information proves helpful should you decide to discuss this budget item.

Thank you for your time and dedicated service.

Kind thoughts,

Tracy Mikowski

Tracy Mikowski, Executive Director
Haines Animal Rescue Kennel

BOROUGH FUNDING SCENARIOS FOR HARK

Full funding

Services at existing contracted level

\$32,000 Borough contract

Borough would be responsible for:

- patrols in Borough owned vehicle
- National Animal Control Association (or equivalent) training
- responding to all complaints
- dog catching – at-large dogs
- supplying equipment for catching and handling aggressive dogs
- transport
- investigations according to Borough Code (Chapter 6.08.020-6.08.130)
- collection of fines
- retrieval and disposal of dead dogs

HARK would be responsible for:

- licensing and recordkeeping
- management and operation of the shelter
- responding to emergency situations
- determining dog ownership
- contacting owners
- euthanasia as appropriate
- collection of fees
- liability insurance
- public education on dog care and safety

\$16,000 Borough contract

Borough would be responsible for:

- patrols in Borough owned vehicle
- National Animal Control Association (or equivalent) training
- responding to all complaints
- responding to emergency situations
- dog catching – at-large dogs
- supplying equipment for catching and handling aggressive dogs
- providing food and veterinary care for impounded dogs at shelter
- transport

- investigations according to Borough Code (Chapter 6.08.020-6.08.130)
- collection of fines
- retrieval and disposal of dead dogs
- licensing and recordkeeping
- determining dog ownership
- contacting owners
- euthanasia as appropriate

HARK would be responsible for:

- management and operation of the shelter
- liability insurance
- collection of fees
- public education on dog care and safety

No contract

Borough would be responsible for:

- patrols in Borough owned vehicle
- National Animal Control Association (or equivalent) training
- responding to all complaints
- responding to emergency situations
- dog catching – at-large dogs
- supplying equipment for catching and handling aggressive dogs
- transport
- liability insurance
- managing, maintaining and operating a shelter facility
- providing food and veterinary care for impounded dogs at shelter
- investigations according to Borough Code (Chapter 6.08.020-6.08.130)
- collection of fines
- retrieval and disposal of dead dogs
- licensing and recordkeeping
- determining dog ownership
- contacting owners
- euthanasia as appropriate



HAINES BOROUGH

AGENDA REQUEST FOR ASSEMBLY ACTION

You may appear before the assembly during the "Public Comments" portion of any regular assembly meeting without making prior arrangements. However, if you want the assembly to take action on a matter, it must be on the agenda. To make a request to have an issue on an agenda, please provide the following information. (See Note below)

Name: Tracy Mikowski Date: May 4, 2015

Name of Group Represented (if applicable) Haines Animal Rescue Kennel

Address: PO Box 1533, Haines AK 99827 Phone: (907) 766-3334

Email Address: Director@HarkAlaska.org Fax: none

I request to be scheduled on the Borough Assembly meeting agenda dated the 12th day of May, 2015, or as soon thereafter as possible.

Purpose of Request: To provide additional information concerning the Animal Control budget.

Estimated Time Required (if a presentation) none

Action you wish the Assembly to take: We respectfully request that the Assembly reconsider the proposed amount budgeted for Animal Control.

Note: Placement on a borough assembly agenda is not guaranteed. In a manager form of government, some matters are not within the assembly's purview and are more appropriately handled by staff. Your request will be referred to the borough manager and mayor and may require legal review and/or more information before a determination can be made. You will be contacted and informed of the best and most appropriate avenue for action. If your request ends up on an assembly agenda, it will most generally be placed under "Correspondence/Requests" and is subject to all necessary paperwork being submitted in a timely manner. The deadline for agenda topics is 10:00 a.m. the Monday (one week and one day) prior to an assembly meeting. Please be aware that we may ask for additional supportive and/or background information in order to assist the assembly in making an informed decision. The clerk will provide copies for them.

Return this form to the Borough Clerk's Office in the Haines Borough Administrative Office Building, 103 S. Third Ave., P.O. Box 1209, or fax: 766-2716, or email: jcozzi@haines.ak.us.

PETITION FOR RECONSIDERATION OF PROPOSED BEACH PARKING LOT

We, the undersigned, and many others like us, do hereby object to the idea that our scenic wetland beachfront that helps make Haines a lovely place to live is to be forever changed into a large parking lot. Since this is a irreversible action, something that will be with us forever, we feel that the general public should be heard. Voices of caution and opposition have put forth succinct statements indicating the inadvisability of this development, but have been totally ignored by the decision makers.

Our two industries, fishing and tourism need not be at odds with each other, but could (and do) enhance each other. People come to Haines - and support our local businesses, and tax base - because Haines is a real and delightful, inspirational place. We have scenic splendor all around, our waterfronts are lovely, our people are friendly, our businesses are locally owned, we have history and arts, festivals and fairs.

Our fishermen are local for the most part, who's needs can be met in ways that do not negate our inherent beauty and charm.

We feel that without any assurance of future funding - especially considering the state's economic situation - that the parking lot is a bad idea. What we need is attraction to enhance our visitor draw. We feel that the potential exists with that space to help create that attraction and get us back on the road to more business and enjoyment by visitors and locals alike.

In light of citizen concerns as well as facilities proposed to the north of the harbor, we trust that our Borough officials can reconsider and move to make a much better overall plan for our waterfront and our future.

May 4, 2015

A handwritten signature in cursive script that reads "Tresham Gregg". The signature is written in black ink and has a long, horizontal flourish extending to the right.

Commentary

Although we realize that the majority of the Assembly supports the project as it is, we feel that, considering the permanent nature of the development and the radical change to our waterfront, that the public needs to be better informed in a more timely fashion about what we will be living with for the infinite future. Also since the money for the actual facilities of the harbor does not exist, and the state and the nation are without discretionary money, where and when will this money appear? Will this be another tax burden on our citizens or will our large dirt parking lot and metal baffle be all we see for a long long time?

If this plan is so beneficial for all of Haines residents, there should be no real problem in having it come up for public input before it is going out to bid. This will be your - and our - legacy for future generations as well as a complete divergence of the appearance of our waterfront in our immediate present.

The Borough Assembly represents the will of the people of the Borough, and as such, has the responsibility to keep the public well informed of any situation which may affect them - especially in a permanent fashion. Since many citizens were not aware of this major change, perhaps the Assembly should take more time before it is too late to include the public's concerns and alternate visions for our future.

RECEIVED Haines Borough

MAY 08 2015

Clerk's Office

Petition to Haines Borough Assembly
April 28, 2015

The undersigned Haines Borough residents aged 18 and older, hereby petition the Haines Borough Assembly to suspend engineering design work on the south harbor expansion project and provide for these essential planning activities:

1. Direct the Planning Commission to conduct a public review of the current design plan and Look Out Park relocation options with intent to reconcile competing land use issues and real financial considerations, as provided by code and referenced in the Haines Borough 2025 Comprehensive Plan, p. 121-122.
2. Conduct an economic analysis of the project as currently described, with intent to project the costs of operating and maintaining the harbor at various levels of completion, and within the funding method described by an Enterprise Fund, as provided for in the Haines Borough 2025 Comprehensive Plan. [Note: the last financial plan for operation of the harbor is "Navigation Improvements Interim Feasibility Report and Environmental Assessment, Haines, AK, July 2004" followed by a value engineering study in July 2005. Both analyses addressed a rubble-mound breakwater harbor located to the north of the existing harbor.]

Date	Printed Name	Signature	Contact Information
4/28/15	Audrey L Smith	Audrey L Smith	907-766-2540
4/28/15	Lorrie Dudzik	Lorrie Dudzik	907 766-2071
4/28/15	Tresham Gregg	Tresham Gregg	766-2540 Box 776
4/28/15	Annette Smith	Annette Smith	766-2708
4/28/15	Genette M. F. Clew	Genette M. F. Clew	766-3275
4/28/15	Molly Wilson	Molly C. Wilson	P.O. BOX 745 766-3698
4/28/15	Shawn McNamara	Shawn McNamara	Box 1633 321-3549
4/29/15	Alton Schubel	Alton Schubel	BOX 129
4/29/15	JANE PASCOE	Jane Pascoe	BOX 102 766 3775
4/29/2015	Samuel Wright	Samuel Wright	Box 1152 907 723 8235
4/30/15	Rapun S Parker	Rapun S Parker	Box 1031 766-3733
4/30/15	Ian Seward	Ian Seward	PO Box 1644 766-3540
4/30/15	Nancy Berland	Nancy Berland	Box 952 303-7302
4/30/15	FRAN SHIELDS	FRAN SHIELDS	77 -2300
5/1/15	Michael Marks	Michael Marks	POB 1101 2071

MAY 06 2015
Clerk's Office

Petition to Haines Borough Assembly
April 28, 2015

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MAY 13 2015

Clerk's Office

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Date	Printed Name	Signature	Contact Information
4/30	HEATHER LORDE	Heather Lorde	hlorde@aet.alaska.net
4/30	LARRY HURA	Larry Hura	lhuracarp@hotmail.com
4/30	TERESA HURA	Teresa Hura	teresahura@hotmail.com
4/30	Nelle Jungkeit-Greene	Nelle Jungkeit-Greene	PO Box 515 Hns
5/1	Beth Macleady	Beth Macleady	BOX 407 Hns
	MURDELL GUNN	Murdell Gunn	HC 60 BX 3880
5/1	Alexana Stout	Alexana Stout	Box 616
5/1	Sandra Barclay	Sandra Barclay	Box 26
5/1	ELIZABETH VAN BURG	Elizabeth Van Burg	Box 122
5/2	Susan Nelson	Susan Nelson	Box 672, Haines
5/6	Cathy A. Boor	Cathy A. Boor	Box 444
5/6	STANLEY BOOR	Stanley Boor	.. 444
5/6	Jean Smith	Jean Smith	Box 1025
5/6	Ron Smith	Ron Smith	Box 1025

Petition to Haines Borough Assembly
April 28, 2015

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MAY 06 2015
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Date	Printed Name	Signature	Contact Information
5/1/15	John F. Sullivan	<i>[Signature]</i>	Box 449 - HAINES - AK 99827
	John Brainerd	<i>[Signature]</i>	Box 713 Haines AK 99827
	Debi Kennedy	<i>[Signature]</i>	Box 931 Haines AK 99827
5/3	Gersha Cohen	<i>[Signature]</i>	Box 956 " " "
5/3	Thomas Heywood	<i>[Signature]</i>	Box 901 Haines, AK 99827
5/3	Deborah Yumchuk	<i>[Signature]</i>	Box 203 Haines, AK 99827
5/3/15	Sharon Resnick	<i>[Signature]</i>	Box 771 Haines, AK 99827
5/3/15	James Alborough	<i>[Signature]</i>	Box 123 Haines
5/4/15	FREDERICK G BIGSBY	<i>[Signature]</i>	BOX 157 Haines
5/4/15	HELEN ALLEN	<i>[Signature]</i>	Box 691 HAINES
5/4/15	Blythe Carter	<i>[Signature]</i>	Box 912 Haines
5/4/15	MICHAEL STARK	<i>[Signature]</i>	Box 691 HAINES
5/4/15	Leanne Converse & Leanne Converse	<i>[Signature]</i>	Box 885 99827
5/4/15	Marlene Saupé	<i>[Signature]</i>	Box 484 99827
5/4/15	Jamie Stagner	Jamie Wagner	Box 1421 99827
5/4/15	Paul A. A. Nelson	<i>[Signature]</i>	Box 858 99827

Petition to Haines Borough Assembly
April 28, 2015

RECEIVED Haines Borough
MAY 25 2015

The undersigned Haines Borough residents aged 18 and older, hereby petition the Haines Borough Assembly to suspend engineering design work on the south harbor expansion project and provide for these essential planning activities:

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Date	Printed Name	Signature	Contact Information
5/4/15	JOE RODRIGUEZ		pearggs@gmail.com
5/4/15	Phillip Lende		766-2700
5/4/15	DAN EGOLF		766-2876
5-4-15	Jo Anna Egolf		766-2876
5-5-15	Linn H. Asper		766-2580
"	Mary Ann		" "
5.5.15	Lisa Schwartz		767 5612
5/5/15	Dennis Geason		766-2656
5/5/15	Mike Bozak		-3771
5/5/15	Mike Wika		
5-5-15	JAMES S. SHOOK		766-3835

D

Petition to Haines Borough Assembly
April 28, 2015

The undersigned Haines Borough residents aged 18 and older, hereby petition the Haines Borough Assembly to suspend engineering design work on the south harbor expansion project and provide for these essential planning activities:

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Date	Printed Name	Signature	Contact Information
5/3/15	ERIC HOLLE	<i>Eric Holle</i>	Box 1324 Haines AK 99827
5-5-15	Patricia Karmouh	<i>Patricia Karmouh</i>	Box 1024 Haines AK 99827
5-5-15	Katharine Palmer	<i>Katharine Palmer</i>	POB 1324 HNS AK 99827
5/5/15	Melissa Aronson	<i>Melissa Aronson</i>	POB 114 HNS 99827
05/05/15	Laurie Tadourian	<i>Laurie Tadourian</i>	Box 288 HNS AK 99827
5/3/15	JOAN McCament	<i>Joan McCament</i>	POB 587 HNS AK 99827
"	GEORGE McCament	<i>George McCament</i>	P " " " "

RECEIVED Haines Borough

MAY 06 2015

Clerk's Office

**PETITION FOR RECONSIDERATION OF PROPOSED
BEACH PARKING LOT**

Date	Printed Name	Signature	Contact information
4/27/15	Judy Jacobson	Judy Jacobson	766-2333
4-27-15	Terry Jacobson	Terry Jacobson	766-2333
4/28/15	michele Cornelius	michelle Cornelius	766-3795
28 April	Gene Cornelius	Gene Cornelius	766-3795
28 April	Molly Sturdyant	Molly Sturdyant	766-2571
28 April	M. Kays Williams	M. Kays Williams	766-3901
28 April	Stacie Evans	Stacie Evans	208.940.1238
28 April	Jeremy Taylor	Jeremy Taylor	907 201 4561
28 April	Dy Schult	Dy Schult	907 303 3200
4/28/2015	Ramona Holmes	RAMONA J Holmes	766-3721
4/28/2015	Frank L. Holmes	Frank L. Holmes	766-3721
4/28/2015	George Figdor	George Figdor	766-3755
4/28/2015	Paulea Raudlis	Paulea Raudlis	766-3664
4/28/2015	Karla Jacobs	Karla Jacobs	907-635-8889
4/28/2015	Russell Whit	Russell Whit	766-3802
4/28/2015	Rebecca Knos	Rebecca Knos	766-2410
4/28/15	James Wilson	James Wilson	766 3698
4/28/15	Jacque Horn	Jacque Horn	766-2797
4/30/15	Christina Baskaya	Christina Baskaya	766-2708
5/4/15	Linnus Danne	LINNUS DANNE	766-2554

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MAY 06 2015

Clerk

PETITION FOR RECONSIDERATION OF PROPOSED BEACH
PARKING LOT

Date Printed Name Signature Contact information

WAYNE G. PRICE Wayne G. Price 303 0447
Cherri Price Cherri Price 766-3045

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MAY 06 2015

Clerk's Office

766-3045

40-1000

